



3412 Colton Boulevard, Suite 202 • Billings, MT 59102 • (406) 384-0080

March 18, 2025

Dear Interested Neighbor,

This letter is being provided on behalf Nestor Chavez (Owner) by *Performance Engineering, LLC* to inform you of a special review pre-application neighborhood meeting being held on **Tuesday, March 25th**, at **6:00 p.m at Billings Public Library in the Computer Classroom. The address for Billings Public Library is 510 North Broadway, Billings, Montana, 59101.**

Said pre-application meeting will be held to discuss the owner's plan to construct a drive-through restaurant with indoor seating within a tenant space located within a building being constructed on Tract 1 of Certificate of Survey 3691.

The owner is requesting that the property shown on the attached exhibit (Exhibit 1) and described below be provided a special review to allow for a drive-through restaurant with indoor seating. The proposed use is allowed by the City of Billings Zoning Code within the underlying zone district of Corridor Mixed Use 1 (CMU1); however a special review must be conducted on the proposed use when it is located adjacent to residential zone districts.

Tract 1 of Certificate of Survey No. 3691, located in Billings, Montana. The lot is a total of 0.504 acres, generally located on the southwest corner of State Avenue and Van Buren Street.

The intent of the meeting is to make neighboring property owners aware of the intent to construct a drive-through restaurant with indoor seating within a tenant space located within a building being constructed, discuss any concerns with the proposed use, and to answer questions about the project. The property is located in a **Corridor Mixed Use 1 zoning district**. The special review application will be presented to the *City of Billings* to accommodate the proposed use on the lots.

Representatives for *Performance Engineering, LLC* will be representing the owner at the meeting to answer questions from those who attend. For those unable to attend, written letters can be directed to Performance Engineering at **3412 Colton Boulevard, Suite 202, Billings, MT 59102**, attention Taylor Kasperick, PE, or emails may be sent to taylor@performance-ec.com. We look forward to discussing the proposed zoning change with you and hope to see you on **March 25th**.

Sincerely,

A handwritten signature in blue ink that reads 'Taylor Kasperick'.

Taylor Kasperick, PE
Project Manager

City Special Review 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 Special Review application packet, including any required fees, for a Special Review to be processed by the Planning Division.

1. Present Zoning: _____
2. Written description of the Special Review including existing conditions and proposed development:

3. Subject Property Map: please attach to this form
4. Legal Description of Property:

5. Neighborhood Task Force Area: Yes /// No . If Yes, Name of Task Force and mailing address of Chairperson: _____
6. Roster of persons who attended the pre-application neighborhood meeting: please attach to this form
7. A copy of the meeting notice. please attach to this form
8. A brief synopsis of the meeting results including any written minutes or audio recording. please attach to this form
9. The undersigned affirm the following:
 - 1) The pre-application neighborhood meeting was held on the _____, day of _____, 20__.
 - 2) The Special Review application is based on materials presented at the meeting.

Owner (s): _____ Telephone: _____

Address: _____ Email: _____

Agent (s): _____ Telephone: _____

Address: _____ Email: _____

PROJECT TITLE
TRACT 1 OF
COS NO. 3691

SHEET TITLE
SPECIAL REVIEW EXHIBIT

DRAWN BY
 XXX

DATE
 MAR/25

CHECKED BY
 XXX

CLIENT
NESTOR CHAVEZ

4140 STATE AVENUE
 BILLINGS, MT

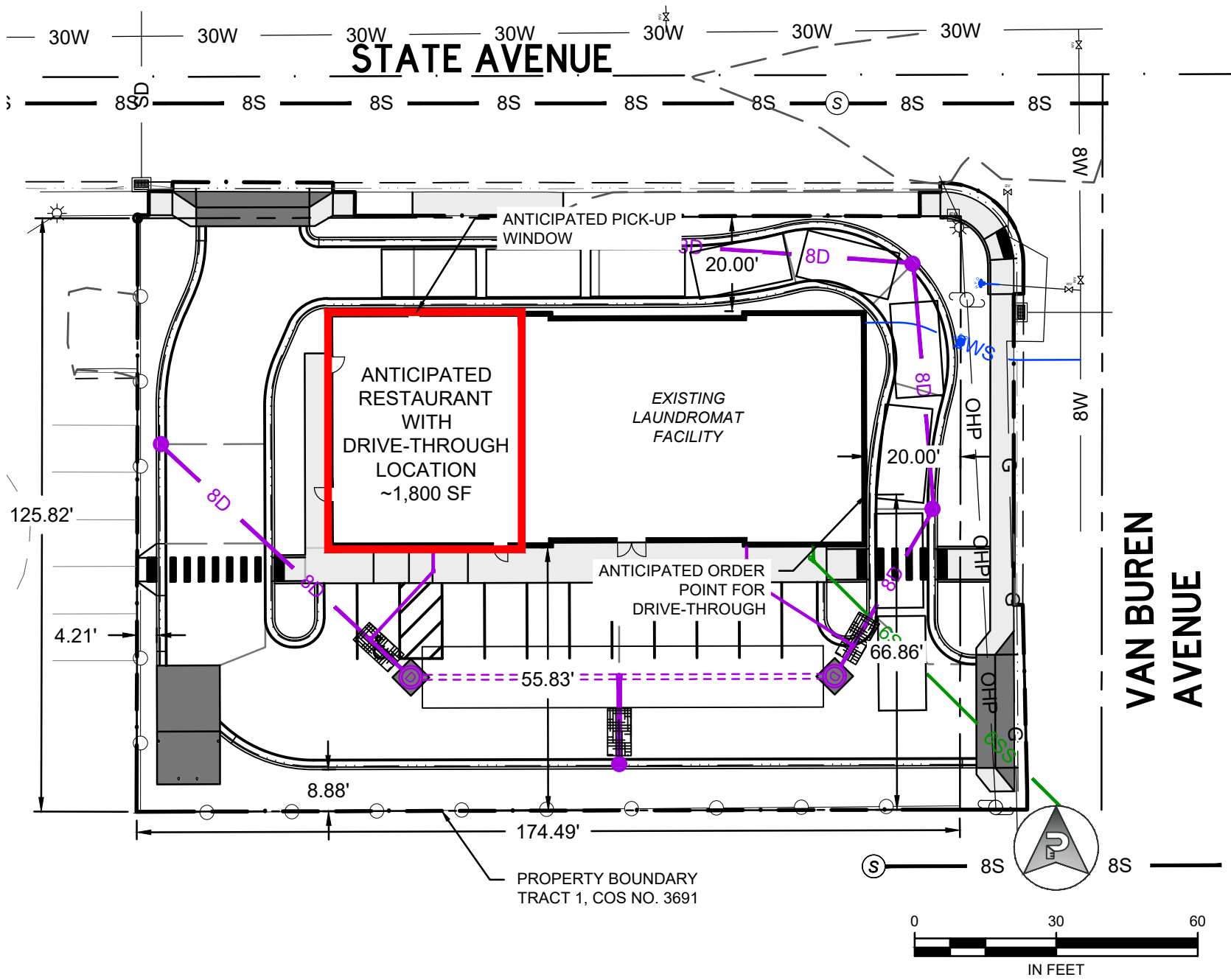
PERFORMANCE
 ENGINEERING

608 NORTH 29TH STREET
 BILLINGS, MT 59101

(406) 384-0080
 www.performance-ec.com

EXHIBIT
EX 1

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Pre-Application Neighborhood Meeting Minutes and Roster – Special Review Application

Property: Tract 1, Certificate of Survey No. 3691, Section 09 Township 01S Range 26E

Attendees:

- *None*

Meeting Notes:

- A presentation was prepared by Performance Engineering's (PE's) Taylor Kasperick. The presentation materials are provided with this submittal. The purpose of the presentation was to allow community members to learn and discuss the proposed project, ask questions, and offer feedback.
- On Tuesday, March 25th, 6:00p.m., no members of the public or neighbors who were sent meeting notices attended the meeting. No discussions or community input were gathered based on the absence of attendees. Members of the public and those who were provided notice of the project and meeting were encouraged to write letters or emails if unable to attend; however, no letters have been received to date.