

CITY/COUNTY PLANNING BOARD

TUESDAY, JUNE 10, 2025 at 6:00pm

	Position	01/14/2025	01/28/2025	02/11/2025	02/25/2025	03/11/2025	03/26/2025	04/08/2025	04/22/2025	05/13/2025	05/28/2025	06/10/2025	06/24/2027	07/08/2025	07/22/2025	08/12/2025	08/26/2025	09/09/2025	09/23/2025	10/14/2025	10/28/2025	11/12/2025	11/26/2025	12/09/2025	12/23/2025
Jim Ronquillo	Billings Ward I	1	A	1	1	A	1	1	1	A	1	A													
Roger Gravggaard President	Billings Ward II	1	1	1	1	1	1	1	1	1	1	1													
Dennie Stephenson	Billings Ward III	1	1	1	1	1	1	1	1	1	1	1													
John Staley Vice President	Billings Ward IV	V	1	1	1	1	1	1	1	1	1	A													
David Nordel	Billings Ward V	A	V	V	A	V	A	1	V	1	1	1													
Troy Boucher	YC District 1	A	A	A	A	A	A	A	A	A	A	A													
Dennis Cook	YC District 2	A	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	A	1	1	1													
Alexis Bonogofsky	YC District 6	1	1	V	1	V	1	1	1	A	1	1													
Morgan Tuss	YC District 7	A	A	A	A	A	A	A	A	A	A	A													
Vacant	YC Cons. District	-	-	-	-	-	-	-	-	-	-	-													
Scott Reiter	Ex-Officio SD2	A	A	A	A	A	A	A	A	A	A	1													

Please note: "A" stands for excused absence, "1" stands for present, "V" stands for Zoom participation, "C" stands for Canceled

Call the Meeting to Order: President Gravgaard called the meeting to order at 6:00 p.m.

Introduction of Planning Board Members and Planning Department Staff

President Gravgaard called for introductions of the members of the Planning Board and staff.

Attending Staff: Dave Green, Planner; Brenda Berns, Planning Clerk.

Virtual: Wyeth Friday, Planning & Community Services Director

1. Others in Attendance: Scott Worthington, In Site Engineering; Lee Hanson

2. Approval of Agenda

Motion

Motion made by Board member Stephenson, seconded by Board member Nordel to approve the agenda as submitted. Motion passed unanimously.

3. Approval of Minutes: May 28, 2025

Motion

Motion made by Board member Stephenson, seconded by Board member Nordel to approve the meeting minutes of May 28, 2025. Motion passed unanimously.

4. Public Comment: As required (3 minutes maximum per person). 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 comments from the public.

5. Disclosure of Outside (Ex-Parte) Communication – There were no outside communications.

6. Disclosure of Conflicts of Interest – There were no conflicts of interests.

7. Old Business – There is no Old Business

8. New Business:

- a. Plat Review and Board Discussion. Maplewood County Major Subdivision. Presented by Dave Green, Planner II.

Dave Green provided an overview of the Maplewood County major subdivision. The subject property is located south of O'Donnell Lane and east of South 72nd Street West and lies outside the county zoning jurisdiction. The land has historically been used for agricultural purposes. The proposed subdivision will create 78 lots intended for residential development.

The applicant has submitted a variance request from Section 4.6.B.1 of the Yellowstone County Subdivision Regulations, which pertains to required connections to adjacent undeveloped or underdeveloped land. The regulations specify a maximum spacing of 600 feet between such connections. Staff is recommending approval of the variance request.

The Traffic Impact Study (TIS) is based on the parameters that are in TIS requirements. Traffic studies are based on impacts that the subdivisions will create. If they do not impact an intersection more than 2%, they are not subject to cost participation. None of the intersections studied would experience a high enough critical-movement volume increase due to the project to require participation in the cost of future improvements.

Parkland dedication required is 3.988 acres. The applicant proposes to provide 3.193 acres with a cash-in-lieu contribution for the remaining amount. A Park Maintenance District will be established with the final plat. County Parks have stated they are satisfied with the parkland as proposed and in the location as shown.

Staff Recommendation

Staff is recommending the Planning Board forward a recommendation to the Board of County Commissions (BOCC) to conditionally approve the plat of the Maplewood Subdivision, adopt the Findings of Fact as presented in the staff report, and approve the variance request.

Planning Board Public Hearing June 24, 2025

Board of County Commissioners action July 22, 2025

Questions

A board member noted the increasing number of subdivisions being developed in the west end area and mentioned that there had been an expectation for a follow-up report on groundwater recharge and water supply concerns in that region. They shared that some residents have reported needing to drill deeper for wells, with water sources shifting westward toward Laurel. It was suggested that alternative water solutions may need to be considered in the future.

Another board member asked for clarification on the location of a nearby fire station and whether it was Station No. 7. Staff confirmed the location at 4th Avenue and Grand Avenue. The board member then inquired about the age of development on the north side of O'Donnell Lane and expressed concern that this area may be on the edge of acceptable response times for emergency services. They emphasized the importance of considering fire protection and insurance implications as growth continues westward and suggested reviewing ISO (Insurance Services Office) ratings with the fire department.

A question was raised about whether there were any plans to make the eastern portion of O'Donnell Lane a public road. Staff responded that it was unlikely due to opposition from private property owners, lack of maintenance, and the road not meeting public standards.

It was also noted that Mapleleaf Trail ends in a three-point turnaround because it connects to a private road. A previous plan to extend a nearby subdivision to O'Donnell Lane had been met with opposition from existing residents, preventing the connection.

Applicant's Agent

Scott Worthington, In Site Engineering – Mr. Worthington stated that there will be 77 residential lots, the average size being 2/3 acre.

Mr. Worthington acknowledged that staff is recommending approval of the variance request and was appreciative.

Second, he addressed the discussion regarding parkland—specifically Proposed Condition of Approval #5, which requires two 10-foot pedestrian access points across the irrigation ditch along O'Donnell Lane. Mr. Worthington believes this condition was proposed to help mitigate the presence of the irrigation ditch in that area.

As part of the development, we will be piping a portion of that ditch. If you look at Lots 1 through 5, they front the public portion of O'Donnell Lane, which was petitioned to become public with the Sky Crest development. That section of the ditch is scheduled to be piped to comply with DEQ standards, which require a 100-foot setback from wells or drain fields when adjacent to an open irrigation ditch. Piping the ditch provides an acceptable alternative to meet that requirement.

If you measure the park frontage—including the section where the ditch will be piped—it totals about 160 feet as it curves around the corner. That includes approximately 62 feet along 71st Street West and just under 100 feet where the piping will occur along O'Donnell Lane. This configuration meets the required frontage for the parkland.

Board Discussion

A board member suggested that for the upcoming public hearing, it would be helpful to clearly identify the location of the culvert, as discussions around frontage may be confusing without that context. Mr. Worthington agreed to include that detail.

Another board member asked where the public portion of O'Donnell Lane ends. Mr. Worthington clarified that the public road ends at a gate located on the east side of South 71st Street West, beyond which it becomes a private road.

There was also an inquiry about whether development is planned to the south of the current project area. Mr. Worthington responded that while future development is anticipated, there is no master plan in place at this time for the 62 acres located to the south. However, Lot 5, Block 5 is expected to be part of a new major subdivision application. Mr. Worthington also stated that there are two access points required, however they are providing three, providing good traffic circulation.

In response to a board member's question regarding the purpose of the variance, Mr. Worthington explained that the Subdivision Improvements Agreement (SIA) includes a provision limiting block lengths to a maximum of 600 feet. In the proposed subdivision, there are three blocks with an average length of 778 feet. This exceeds the standard, which is roughly equivalent to the length of one lot and is the basis for the variance request.

A question was also raised regarding sidewalks. Mr. Worthington noted that sidewalks are not required for this project, but 5-foot-wide sidewalks are proposed to be installed by individual homeowners. Final details are still being determined.

Board members expressed appreciation that sidewalks are being proposed and noted that the overall development plan appears well thought out.

President Gravgaard stated the board will be acting on this agenda item at the next Planning Board meeting scheduled for June 24, 2025.

9. Other Business.

Wyeth Friday informed the board that the annual Unified Planning Work Program (UPWP) process is underway. The first meeting will take place on June 24, 2025, followed by a public hearing and action meeting on July 8, 2025.

He explained that the discussion will include a review of the current work program, which aligns with the federal fiscal year cycle tied to the MPO and Transportation Planning funds. The new program year will begin on October 1, 2025.

The review will cover what has been accomplished to date as well as what is proposed for the upcoming cycle. There will also be opportunities for further conversation with the board to discuss how the UPWP aligns with the City's Capital Improvement Plan (CIP). Coordination is also underway with County Public Works to ensure alignment across jurisdictions.

Scott Reiter, the Ex-Officio representative for School District 2, requested that the board approve the option for the Facilities Coordinator to attend meetings in his absence. Mr. Friday expressed support for the idea, stating that it would be a valuable addition to ongoing conversations and a good way to share updates on relevant projects and initiatives.

Board member Woods requested a follow-up with the Bureau of Mines and inquired about the expected timeline for the aquifer update. Wyeth explained that the Public Works Environmental representative recently retired, and staff is currently coordinating with the new individual in that role to get the updated schedule.

10. Future Agenda Items

ADJOURNMENT: 6:44PM

Brenda J Berns, Planning Clerk