



CITY/COUNTY PLANNING BOARD
TUESDAY, MARCH 10, 2026 at 4:30pm

Members	Position	01/13/2026	01/27/2026	02/10/2026	02/24/2026	03/10/2026	03/24/2026	04/14/2026	04/28/2026	05/12/2026	05/26/2026	06/09/2026	06/23/2026	07/14/2026	07/28/2026	08/11/2026	08/25/2026	09/08/2026	09/22/2026	10/13/2026	10/27/2026	11/10/2026	11/24/2026	12/08/2026	12/22/2026
		Jim Ronquillo	Billings Ward I	1	-	-	-	1																	
Roger Gravgaard	Billings Ward II	1	-	-	-	1																			
Dennie Stephenson	Billings Ward III	1	-	-	-	1																			
John Staley PRESIDENT	Billings Ward IV	1	-	-	-	1																			
David Nordel	Billings Ward V	V	-	-	-	A																			
Troy Boucher	YC District 1	1	-	-	-	A																			
Dennis Cook, VICE PRESIDENT	YC District 2	1	-	-	-	1																			
Vacant	YC District 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vacant	YC District 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vacant	YC District 5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Alexis Bonogofsky	YC District 6	1	-	-	-	A																			
Vacant	YC District 7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Scott Reiter Megan Trevino	Ex-Officio SD2	1	-	-	-	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 Staley called the meeting to order at 4:30 PM

Introduction of Planning Board Members and Planning Department Staff

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

Attending Staff: Anna Vickers, Planning Division Manager; Brenda Berns, Planning Clerk

2. Approval of Agenda

Motion

Motion by Board member Stephenson to approve the agenda as submitted, second by Board member Cook. Motion passed unanimously.

3. Approval of Minutes: January 13, 2026

Motion

Motion by Board member Ronquillo to approve the January 13, 2026 meeting minutes, second by Board Member Stephenson. 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.

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

6. Disclosure of Conflicts of Interest – There were no Conflicts of Interests.

7. Old Business – There was no Old Business.

8. New Business

a. Trailhead Major Subdivision – Preliminary Plat. Board Review and Discussion.

Anna Vickers, Planning Division Manager

Ms. Vickers provided an overview of the proposed Trailhead City Major Subdivision and its general location, noting that the site is the former Holiday Inn property. The subdivision is proposed to consist of seven lots.

It was indicated that the development is not anticipated to have a significant impact on local schools. The site is currently served by existing infrastructure, with water and sewer lines available along Midland Road, as well as two established access points.

The property is located within a streetlight district and includes a required 10-foot-wide multi-use path, which must be maintained in accordance with applicable Subdivision Improvement Agreement (SIA) requirements.

A traffic impact study was conducted evaluating four major roadways. Based on the findings, financial contributions for roadway improvements are not required, as the development does not meet the threshold of at least a 2% impact on critical traffic volumes. It was noted that only one of the evaluated intersections—South Billings Boulevard and Midland Road—falls under the jurisdiction of the City of Billings.

Recommendation

- Staff recommend conditional approval subject to 4 conditions of approval.
- A Public Hearing will be held at the next PB meeting on March 24, 2026.
- City Council is scheduled to review and act on the preliminary plat on April 27, 2026.

Conditions of Approval

1. To meet requirements of intersection contributions and for traffic safety, prior to final plat approval, the applicant will have MDT determination based on the TIS the agent provides to MDT, on any contributions required for the intersection of Midland Rd. and Mallowney Lane.
2. To provide locations and safe delivery and retrieval of individual mail, prior to final plat approval, the applicant will coordinate with the USPS to determine location of Central Box Units and provide the correct amount of space for safely delivering the mail to the businesses.
3. Minor changes may be made in the SIA and final documents, as requested by the Planning, Legal or Public Works Departments to clarify the documents and bring them into the standard acceptable
4. The final plat shall comply with all requirements of the City of Billings Subdivision regulations, rules, policies, and resolutions of the City of Billings, and the laws and Administrative Rules of the State of Montana.

Questions

Discussion occurred regarding the status and future use of the existing building, formerly utilized as a convention center. It was clarified that the structure is intended to remain as part of the proposal and is not slated for demolition.

Board members inquired about the anticipated use of the building moving forward, expressing interest in how the space would be repurposed and integrated into overall development.

In response, it was noted that specific plans for the building's use are best addressed by the applicant. The matter was deferred to the applicant to provide further details and clarification regarding intended operations, occupancy, and any potential modifications to the structure.

Public Hearing

President Staley opened the Public Hearing. There were no speakers. The Public Hearing was closed.

Applicant - Tanner Gummersall

Mr. Gummersall stated that the property is currently being offered as flexible space, with specific end users yet to be determined. Potential uses may include leasing to a sports-related group, as well as accommodating retail or office uses, depending on market interest and demand.

Board Discussion

A board member inquired whether, if the use was something other than warehouse, the proposed development to the east would provide sufficient parking.

Staff responded that, because the lots are presently vacant, all applicable development standards would be reviewed at the time of building permit. Any future development would be treated as new construction and required to comply with current regulations, including provisions for parking, fire hydrants, and other necessary infrastructure.

A board member expressed support for the project, noting appreciation that development activity is being proposed for the area.

Applicant's Agent: Craig Dalton, Performance Engineering

Mr. Dalton stated that, as the project moves forward and development begins, a comprehensive master plan will be developed. Additional details regarding site layout, infrastructure, and overall design will be addressed at that time.

Discussion

The applicant stated that the project remains in the early planning stages, with concepts still being developed. The overall intent is to create a mixed-use retail environment, particularly along the outlying lots. Potential uses discussed included nail salons, fast food establishments, and medical office units, all aimed at supporting a diverse and complementary commercial area.

It was further noted that there is a strong interest in securing a grocery store tenant for Lot 1, recognizing its importance as an anchor use to support the surrounding development.

Board members offered additional suggestions and ideas for potential tenants. A family-oriented entertainment center was mentioned as a possibility, with the applicant responding that they are open to that concept and are focused on identifying the right fit for the space.

Interest in attracting a specialty grocer, such as Trader Joe's, was also discussed. The applicant indicated that outreach has already been made; however, there is no current interest from that retailer.

Additional suggestions included the possibility of a business similar to Dave & Buster's, reflecting continued interest in incorporating entertainment-oriented uses into the development.

The next Planning Board meeting will be March 24, 2026.

Board member Gravgaard on behalf of the board, formally congratulated Anna Vickers on being named a recipient of the *40 Under 40* honor, recognizing her professional achievements and contributions.

Adjournment: 4:46PM

Brenda J Berns, Planning Clerk