



## CITY/COUNTY PLANNING BOARD

**Tuesday, June 9, 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	05/27/2026	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	C	C	C	1	1	A	A	A	1	1											
Roger Gravgaard	Billings Ward II	1	C	C	C	1	1	1	V	1	1	1													
Dennie Stephenson	Billings Ward III	1	C	C	C	1	1	1	1	1	1	1													
John Staley <b>PRESIDENT</b>	Billings Ward IV	1	C	C	C	1	1	1	1	1	1	1													
David Nordel	Billings Ward V	V	C	C	C	A	A	V	A	A	1	A													
Troy Boucher	YC District 1	1	C	C	C	A	V	1	A	V	A	A													
Dennis Cook, <b>VICE PRESIDENT</b>	YC District 2	1	C	C	C	1	1	1	1	1	1	1													
Vacant	YC District 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vacant	YC District 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vacant	YC District 5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Alexis Bonogofsky	YC District 6	1	C	C	C	A	A	A	1	V	V	V													
Vacant	YC District 7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Scott Reiter	Ex-Officio SD2	1	C	C	C	1	1	A	A	V	A	1													
Megan Trevino		A	C	C	C	A	A	A	1	A	1	A													

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 4:45 PM

**Introduction of Planning Board Members and Planning Department Staff**

**Attending Staff:** Wyeth Friday, PCSD Director; Anna Vickers, Planning Division Manager; Lora Mattox, Transportation Planning Coordinator; Elyse Monat, Transportation Planner; Dave Green, Planner II; Hunter Kelly, Planner; Brenda Berns, Planning Clerk

**Others in Attendance:** Ronni Tallerico, YCPW; Matt Suck, IMEG; Taylor Kasperick, Performance Engineering; Greg McCall, McCall Development; Craig Dalton, Performance Engineering; John Ringert, Kittelson & Assoc.

**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: May 27, 2026**

**Motion**

Motion by Board member Stephenson to approve May 27, 2026 meeting minutes as submitted. Second by Board Member Ronquillo. Motion passed unanimously.

**4. Public Comment:** No public comment was received.

**5. Disclosure of Outside (Ex-Parte) Communication** – None were disclosed.

**6. Disclosure of Conflicts of Interest** – None were disclosed.

**7. Old Business** – There was no old business.

**8. New Business**

- a. **Public Hearing and Recommendation for Adoption of the 21<sup>st</sup> Street Underpass Study.**  
Elyse Monat, Transportation Planner

Ms. Monat presented the 21st Street Underpass Study on behalf of John Ringert, Kittelson & Associates of the project purpose, study area, existing conditions analysis, public involvement efforts, alternatives evaluation, public feedback, regulatory considerations, and next steps. The project team reviewed existing traffic operations, pedestrian and bicycle activity, emergency service and transit operations, crash history, roadway conditions, structural elements, and drainage infrastructure within the study area.

Board members discussed traffic patterns and potential diversion routes associated with the proposed improvements. The project team summarized findings from traffic analyses and stakeholder coordination efforts.

The project team provided an overview of the public involvement process, which included virtual outreach and public surveys conducted throughout the study. Public comments and feedback received on the alternatives were summarized.

The Board reviewed the alternatives considered during the study, including factors related to roadway connectivity, emergency vehicle access, project costs, and operational considerations.

The presentation also included a summary of regulatory requirements, permitting considerations, and coordination with partner agencies and stakeholders.

The Board acknowledged the work of the project team and received information regarding the anticipated next steps in the project development process.

President Staley opened the public hearing. No comments were received. President Staley closed the public hearing.

### **Board Discussion**

Board members discussed the study findings, project purpose, safety concerns, usage of the underpass, and the alternatives evaluated as part of the feasibility study. Questions were raised regarding project costs, the need for future improvements, crash history, and whether closure of the underpass had been considered. Staff clarified that the study was intended to evaluate existing conditions and potential alternatives to inform future decision-making and did not recommend implementation of any specific alternative.

Board members also discussed potential safety enhancements, including improved lighting and signage. Staff noted that lighting improvements were considered as part of the study and that coordination with BNSF would be required for certain improvements. The Board acknowledged the study as a planning document intended to provide information for future consideration.

### **Motion**

Board Member Ronquillo motioned to forward a recommendation of approval of the 21st Street Underpass Study to the Policy Coordinating Committee with the condition to assure the inclusion of lighting if a project is selected. Seconded by Board Member Stephenson. The motion passed unanimously.

### **b. Public Hearing and Recommendation for Approval of the West Billings Neighborhood Plan.** Wyeth Friday, PCSD Director

Mr. Friday presented an overview of the West Billings Neighborhood Plan and noted that the plan will proceed through the adoption process, including consideration by the Yellowstone County Board of County Commissioners and the Billings City Council. The presentation reviewed updates to the 2001 West Billings Plan and the 2016 West End Multimodal Plan, growth trends in West Billings, land use changes, public outreach efforts, population projections, and transportation planning considerations. Staff discussed the plan's application within Yellowstone County and the relationship between City and County planning and regulatory authority.

The Board received information regarding existing and future transportation improvements, level of service analysis, and the plan's guiding principles related to land use, community vitality, natural and recreational areas, and the transportation network. The presentation emphasized the integration of land use and transportation planning to address anticipated growth and future transportation needs in West Billings.

### **Board Discussion**

Board members discussed public safety facilities in the West Billings area, including existing and future fire and law enforcement service locations. Staff responded to questions regarding planned facilities and service coverage within the growth area.

President Staley opened the public hearing. No comments were received. President Staley closed the public hearing.

### **Motion**

Motion by Board Member Stephenson to Recommend Approval of the West Billings Neighborhood Plan to the Board of County Commissioners. Second by Board Member Ronquillo. Motion passed unanimously.

### **Discussion**

Board members discussed future school facility needs in West Billings. Representatives from School District 2 noted that a recent demographic study projects declining enrollment over the next 20 years and indicated that existing school sites provide capacity for future educational needs.

#### **c. Plat Review and Board Discussion. Yellowstone Club Estates City Major Subdivision.** Hunter Kelly, Planner

Mr. Kelly presented the subdivision proposal, including the property information, plat review, and associated variance request. The variance would allow a portion of the proposed trail to exceed the standard maximum grade requirement. Staff explained that Lots 1 and 9 would remain in Yellowstone County and would provide access to the trail system.

### **Recommendation**

- Staff recommends conditional approval subject to 4 conditions of approval and acceptance of the variance request.
- A Public Hearing will be held at the next PB meeting on 6-23-26
- Board of County Commissioners will review and act on 7-21-26
- City Council will review on 7-27-26

**Applicant's Agent:** Taylor Kasperick, Performance Engineering

### **Board Questions**

The Board questioned why the property would remain in the County and whether it would receive City services.

It was explained that the property consists of vacant land and utility connections have been made available. The agricultural covenant will remain in place. Due to the property's proximity to City utilities, City services may be accessible; however, there are no current plans to develop Lots 1 and 9.

#### **d. Plat Review and Board Discussion. 44 West 2<sup>nd</sup> Filing City Major Subdivision.**

Dave Green, Planner II

Mr. Green gave an overview of the subdivision and Property information, Proposed Plat, and Traffic Study.

### **Recommendation**

- Staff recommends conditional approval subject to 2 conditions of approval
- A Public Hearing will be held 6-23-26
- The City Council of Billings is scheduled for July 27, 2026

**Applicant's Agent:** Craig Dalton, Performance Engineering

### **Board Questions**

The Board questioned whether a right-turn lane would be constructed into the subdivision.

It was explained that the proposed improvement is a left-turn lane into the subdivision from Central Avenue.

Board member Gravgaard shared his appreciation to Greg McCall, McCall Development on behalf of the Planning Board in exceeding the parkland dedication requirement.

#### **e. Plat Review and Board Discussion West 3<sup>rd</sup> Filing City Major Subdivision.**

Dave Green, Planner II

Mr. Green gave an overview of the subdivision and Property information, Proposed plat, and Traffic Study. **Applicant's Agent:** Craig Dalton, Performance Engineering. No questions were received.

### **Recommendation**

- Staff recommends conditional approval subject to 2 conditions of approval
- A Public Hearing will be held 6-23-26
- The City Council of Billings is scheduled for July 27, 2026

#### **f. Plat Review and Board Discussion. Shop House Acres County Major Subdivision.**

Dave Green Planner II

Mr. Green provided an overview of the proposed subdivision, including the plat layout, access, utilities, and traffic considerations. The Board discussed the proposed development and existing site conditions.

Staff explained that the subdivision would include a combination of public and private infrastructure. A variance request associated with subdivision connectivity was reviewed, and staff recommended approval. The Board was informed of the proposed water, wastewater, and stormwater systems and how services would be provided within the development.

Staff also provided an update on surrounding infrastructure capacity and ongoing coordination with County Public Works regarding transportation impacts and the traffic study.

#### **Recommendation**

- Staff recommends conditional approval subject to 8 conditions of approval.
- A Public Hearing will be held at the next PB meeting on June 23, 2026
- The Board of County Commissioners is scheduled for July 21, 2026

**Applicant's Agent:** Matt Suek, IMEG

#### **Board Questions**

The Board inquired whether any feedback had been received from neighboring property owners. It was reported that no comments had been received.

The Board questioned the proposed use of private roads within the development. It was explained that the design is intended to meet County requirements and provide safe access to the site.

The Board discussed emergency access provisions and recommended amending a condition of approval to ensure that emergency responders have access through any electronic gate system.

#### **9. Other Business**

Wyeth Friday provided an update on upcoming planning efforts and public outreach activities. It was noted that the City Council has adopted the Growth Policy and Future Land Use Map, and that public open houses are planned to gather input on subdivision regulations and the Billings 2045 initiative.

The Board discussed the status of ongoing coordination with Yellowstone County regarding future planning board structure and governance. Anna Vickers reported that City and County legal counsel will be meeting to evaluate options and develop a process moving forward. It was noted that the current board will remain in place until a transition plan has been established.

#### **Adjournment 6:26 PM**

*Brenda J Berns, Planning Clerk*