

ZONING AND PLANNING BOARD MEETING MINUTES

October 20, 2022, Zoning & Planning Board meeting was called to order at 7:00PM at City Hall at 206 Main Street, Three Forks, MT 59752, and via Zoom (Zoom is a virtual meeting tool being used due to COVID-19 and social distancing guidelines).

Members Kelly Smith, Amy Laban, Matt Jones, and Niki Griffis were present at City Hall. Chairman George Chancellor was excused. City Planner Randy Carpenter attended via Zoom.

Keving Underwood, Morgan Underwood, Marcia Underwood, Glen Underwood, Mike Howland and Gloria Howland were all present at City Hall.

Vice Chairman Jones reminded everyone the meeting was being recorded.

PUBLIC COMMENT (items not on the agenda): There were no public comments on items not on the agenda.

CONSENT AGENDA

Minutes from the meetings held on 9/15/2022

Amy Laban moved to approve the minutes. Niki Griffis seconded the motion.

Motion Passed Unanimously.

NEW BUSINESS

There was no New Business.

PUBLIC HEARINGS

Public Hearing and Recommendation on a Conditional Use Permit Requested by Kevin Underwood to Operate a Home Business of Gunsmithing Services to Restore, Repair and Build Custom Legacy Rifles and Pistols, Located at Lots 3 & 4, Block 5, of the Buttelman's Addition, Commonly Known as 314 W. Front Street
Randy Carpenter read his staff report into the record. Randy said this property already has a home occupation condition use approval for a however that business is no longer in operation. (Kelly Smith had distributed two previous gunsmithing home businesses' conditions to the Board and the applicant prior to the meeting and is not mentioned on the record but the Board will have questions/recommendations in Board Discussion because of this.)

Applicant Presentation: Kevin Underwood said his application is complete with anything he would present to the Board, unless the Board has questions for him.

Board Questions/Comments: Kelly Smith asked if Mr. Underwood planned on having any signage. Mr. Underwood said he would have a small sign of the business on the backdoor, at the alley way entrance. Amy Laban asked if there would be an area for test firing. Mr. Underwood said no, he will be using the gun range for any test firing. Niki Griffis asked if specific hours would be set. Kevin said as of right now it will be by-appointment-only, and he will be working on evenings and weekends. Evenings: 6-9PM and Weekends: 9am-5pm approximately which are subject to change. Amy Laban asked if any renovations would be taking place in

ZONING AND PLANNING BOARD MEETING MINUTES

the shop. Kevin answered no. Glenn Underwood said most of the time the doors will remain closed in the shop too, and they do not intend to make a lot of noise. They will use small hand tools, or a forge and hammer it out if he must make something specific. "I have neighbors and I recognize that, and will be cautious of noise and keep it during the day," Kevin said. Matt Jones asked about the other conditional use permits for gunsmithing saying, "These other businesses were 8am-6pm, are we just going to go with those hours?" Kelly Smith suggested amending the hours to fit the Underwood's statement previous that he would be working on this after his other day-job, but something that would allow for him to work as well as expected times of quiet for the neighbors, like 6-8pm on the weekdays and not starting before 9am on the weekends. Mr. Underwood was agreeable to those hours. Kelly Smith asked if reloading bullets would take place at all (to verify if gun powder storage needed to be addressed). Mr. Underwood said no. Amy Laban suggested being consistent and leave the condition of "A maximum of 20 pounds of smokeless gun powders is present, it will be stored in a wooden box with 1-inch thick walls" in case his business grows into that, the condition would remain consistent. There was discussion on having the Fire Department perform a walk-through in case there ever is an emergency they know the layout and supplies kept within. Niki Griffis ensured the Underwoods know they will have to obtain a FFL too, and Kelly Smith added that they would also need a City business license. There was a question about the property owner's permission since the Underwoods are renters. Kelly Smith said she could ask the property owner to follow up with a letter, but he did text her back giving permission. Marcia Underwood said there is no mail service in the location of South America where the property owner is at, so the screen shot of his text will be saved for the record with the application.

Public Comment: Gloria Howland spoke in support of the business and the Underwoods.

Kelly Smith moved to approve the with the conditions that it be used only for the purpose of gunsmithing, custom refile building and custom cartridge loading, no live ammo will be allowed to be chambered in any firearm by any client on the premises, if any smokeless powder is present it will be stored in a wooden box with 1-inch thick walls, maximum of 10,000 small primers may be stored on the premises, customer are to be served by appointment only, hours shall be not before 8am nor ever after 9pm, a maximum sign area to be 2-square feet on the alley entrance, upon completion of getting all the licenses that the fire department conduct a safety inspection and the applicant shall conform to safety recommendations by the Fire Department representative, and that the business license will be issued upon proof of a Federal Firearms License. Matt Jones seconded the motion.

Motion Passed Unanimously.

OLD BUSINESS

There was no Old Business.

Randy Carpenter reported to the Board he put together a committee that would provide guidance to address regional housing issues and is looking for a representative for the rural district. "Kelly, please expect a call tomorrow from the Regional Housing District group," Randy said.

Kelly Smith said the Board has received one application for a county-representative, but they do not live in Gallatin County – so she is asking Randy Carpenter for input on whether or not that appointment would be valid. "They do own property in the boundaries, but their home actually is in the 1-mile jurisdiction but located along the river boundary and actually falls in Broadwater County," she said.

ZONING AND PLANNING BOARD MEETING MINUTES

Amy Laban moved to adjourn. Kelly Smith seconded the motion.

Motion Passed Unanimously.

Meeting was adjourned at 7:18PM.