

## ZONING AND PLANNING BOARD MEETING MINUTES

**June 16, 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.)

Chairman George Chancellor, Members Kelly Smith, Niki Griffis, Matt Jones, Amy Laban, and City Planner Randy Carpenter were present at City Hall. Mike McDonnell was excused. Megan Moore attended via Zoom. Susan Swimley joined via Zoom around 7:30PM.

Kelly Bugland was present at City Hall.

Chairman Chancellor 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 5/26/2022

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

**Motion Passed Unanimously.**

### NEW BUSINESS

There was no new business.

### PUBLIC HEARINGS

**Public Hearing and Recommendation on a Request for a Conditional Use Permit from Matt and Kelly Bugland for the property located at Lot 9, Block 18 of Buttelman's Addition (Plat D-34) commonly known as 123 East Jefferson Street. Said request is for approval to build a multi-family residential duplex within Residential District designation**

Randy Carpenter introduced the application and read the staff report into the record. Kelly Smith corrected the staff report should be "detached" garage, not attached.

**Applicant Presentation:** Kelly Bugland stated she believed the application to be self-explanatory.

**Board Questions/Comments:** Kelly Smith asked if there was still an intention to not allow pets for 5-years unless it is a service animal. Kelly Bugland said that was not the property owner's intention originally, but a condition to appease negative public comment. Niki Griffis asked if the Board needed to consider a condition limiting the number of dogs in a multi-family complex. Kelly Smith replied that she and Crystal Turner researched the law which had that condition specific to condos (which can be sold individually) because the law reads, "It is unlawful for any person, group of persons in the same dwelling, or family to keep, harbor, or maintain any number more than three (3) dogs over five (5) months of age in **or upon any property**, single-family residence, apartment, townhouse, condominium, or any building not used as a dwelling."

**Public Comment:** There was no public present for comment, and no letters received.

## ZONING AND PLANNING BOARD MEETING MINUTES

There were no other public comments. Chairman Chancellor closed public comment.

**Applicant Rebuttal:** There was no applicant rebuttal.

**Board Discussion:** Matt Jones asked if this was an identical unit to the duplex next door. Mrs. Bugland answered yes.

George Chancellor made a motion to approve the conditional use permit for the Bugland's to have a duplex on Lot 9, Block 18 of Buttelman's Addition. Kelly Smith seconded the motion. There was no other Board discussion.

**Motion Passed Unanimously.**

### OLD BUSINESS

#### **Public Hearing, Discussion, and Recommendation to Accept the Updated Draft of the Three Forks Growth Policy to the City Council**

Randy Carpenter went through comments he feels need to be addressed:

- Pg 1-9 census data will be edited, needs zoomed in to see the Three Forks area closer.
- Pg 1-10 Randy commented that there is very little sprawl in the Three Forks area compared to Bozeman and Belgrade, but said he feels that is a testament to the community's interest in agriculture. "I do not believe we need Bozeman on this map since we are talking about Three Forks," he said. Amy Laban added that she agrees, and it should be zoom in to maybe include Manhattan, and that is all. Randy said he also believes the growth boundary is incorrect.
- Kelly Smith noted also on page 3-2 in the 5<sup>th</sup> paragraph the draft mentions the "Future Land Use" and says it is below, but it is on the next page. Another proofread needs to take place. In the 6<sup>th</sup> paragraph it says "wetlands and open space serve as borders" not "borders". Kelly Smith noted this paragraph also mentions the City will expand industrial areas (and that will be changed to Commercial due to conversations later in this meeting), and that the City allows for a greenway buffer between new neighborhoods and existing industrial uses...a greenway buffer is never mentioned anywhere else in the document. Also, development efforts should be focused along the Railway and across Main Street. "Where are we here – the paragraph says south of the City, which is near the railway, but is that what is meant or Railway Avenue, and Main Street is not near the south end here by the Industrial area. Or are we discussing growth between Railway Avenue and Main Street?" Kelly asked. Amy Laban said she will take on the proof-reading task.
- Pg 3-3 Randy would like to see a full page of the Future Land Use Map. Amy Laban agrees, so does Kelly Smith. Randy said, "We don't want to lose detail and may need to bifold or even trifold to see it all. Niki Griffis suggested appendices of full-size images could be added to the end of the document too.
- Pg 3-4 Primary Uses of Residential needs Single-Family added. "Obviously we would be included single-family detached homes in the residential district," Randy said. The Committee all laughed at how we all missed that.
- Pg 4-8 Strategic Action Plan need to pursue an intergovernmental agreement with Gallatin County. Amy Laban suggested making it a high priority action item list. There was further discussion on the

## ZONING AND PLANNING BOARD MEETING MINUTES

action plan priorities. After much discussion, Randy Carpenter said he would rearrange, and there are a couple that could be merged. Randy will update these.

- Discussion on adding a strip of commercial northeast of Kyd Road in what is designated “residential” on the Future Land Use Map.
  - There was a lot of discussion regarding adding a commercial buffer to what we have draft zoned as “future residential” now south of the city’s limits. Could include small scale manufacturing, not retail, but it could be retail just not all “main street style retail”, small industrial, warehousing, contractor’s shops, etc. The discussion also covered increasing this light manufacturing/retail buffer around the end of the industrial areas all around the city limits where annexation could occur in the future, to provide a buffer between future residential and industrial. This would be called “Mixed Use/Light Industrial”.
- Change picture of Stageline Pizza to Jefferson building. Then add another stock photo where it was instead.
- Pg 3-6 change the Monarch (Chris Lien) building to a work/live; add work/live to the secondary uses in the description as well.
- Change “Commercial” to “Downtown Commercial” and also a Commercial/Light Industrial area needs to be included.
- Future Land Use Map legend needs a mixed use/retail
  - Randy to update the FLUM map?

Matt Jones questioned the goal in “Our People Goal 2”, goal 2.1 that says maintain the grid pattern of future residential. Matt does not think this should be all or nothing. There was quite a bit of discussion regarding this and some benefits being that water and sewer mains would follow the same pattern and have less pipe on straight and connected roads, rather than loops or cul-de-sacs. Randy Carpenter explained grid style speeds are usually higher but have easier maneuverability to get to other parts of town. “A grid has more opportunities not to congest traffic in one location by allowing multiple “ways out” of the neighborhood,” he added. Randy said he could do some compare/contrast of grid vs. swirly roads. Amy Laban suggested rewording to “Encourage a continuation of the existing grid street pattern found in established neighborhoods.”

Niki Griffis suggested adding a reference section where all the data came from. Randy Carpenter asked all to let him know the page numbers of all the tables so we can create a reference. [Secretary’s note: Is this a Board requirement/recommendation to include in the final draft, or one member’s recommendation? All the tables site their reference data source as is in the draft presented to the Board.]

On Page 1-11, the table references that Three Forks’ is higher than all the other communities of all the median household income. Possibly double check the figures, it does not seem right that Three Forks is higher than Bozeman’s median household income. Randy Carpenter will look at the Prospera’s numbers/report as well as Northern Rocky Mountain Economic Development District’s data. Megan Moore said that Three Forks and Manhattan are of a smaller sample size. She added, “Bozeman has students and higher density residences, like apartments, available which may make Three Forks’ median income appear higher.” Matt Jones asked whether the numbers are correct or not, does it really matter? He said, “The whole purpose is the map itself, and that’s what it’ll stick for us. Let’s fix the map and the typos, add some language on the retail/commercial and call it good.”

## ZONING AND PLANNING BOARD MEETING MINUTES

Regarding the Action Plan - #2 could be included in #3 as one action item. Randy Carpenter said it is critical to include that an Intergovernmental plan with Gallatin County be added to the Action Plan. "For the action items regarding Floodplain, zoning, subdivision regulations, the county agreement, all those really will be happening concurrently," Randy said. He will reorder and put add a timeframe.

After all this discussion, the Zoning & Planning Board will have another meeting next month to review the edits. Randy Carpenter to provide the changes, Logan Simpson to update the document, let Zoning & Planning Board accept or reject them at their hearing, then send that document on to the City Council for public hearings and adoption. "Overall," Randy said, "this document is simple, achievable, readable, and not a book."

Regarding the next Zoning & Planning meeting, which always falls on the third Thursday of the month, Randy asked if it could be moved to July 14<sup>th</sup> instead, as he is getting married on July 23<sup>rd</sup> and the third Thursday would be that same week. Board agreed, and it will take place at 7PM on July 14, 2022 instead.

Niki Griffis to adjourn. George Chancellor seconded the motion.  
Motion Passed Unanimously.

Meeting was adjourned at 8:35PM.