

CITY/COUNTY PLANNING BOARD

Meeting Minutes

Tuesday, January 5, 2010

President Cal Oraw called the meeting to order. **Roll Call: Board Members Present:** Cal Oraw, Beth Redlin, Melissa Boyer, Lee Pourroy, Bill Linder, Jim Duffey, LeeRoy Reidle and Ray Trumpower. **Board Members Absent:** Tony Barone, Bob Evans, Matt Schriver, and David Seitz. **Staff Present:** City/County Planner Marcy Hamburg and VISTA Becky Hayes, Becky took the minutes.

Approval of minutes preceding meeting: Marcy noted the quorum was met for the full board (7) and the Sidney Jurisdictional Area (5); there was no quorum for the Fairview Jurisdictional Area (requires 5 members to be present). *Bill made the motion to approve the minutes for July 7th and October 6th be approved as presented; Lee seconded the motion; motion carried.*

Petitions and communications from audience: Introductions and comments: It was noted no audience members were present.

Public hearings: It was noted no hearing scheduled.

Regular business:

- **Subdivision Regulations Amendment: (requires board action):** Cal asked Marcy to present presented the proposed Subdivision Regulation amendments as presented by MACo County Attorney, Myra Shultz, which included the 2007 and 2009 legislative session state law changes in the Montana Subdivision and Platting Act. The underlined portions will be added to the Subdivision Regulations; the cross thru sections will be removed. Marcy stated she is working with Mike Weber to prep the document for use which the governing bodies should be able to use; they will have the opportunity to review the recommended changes. Ray noted the proposed changes refer to “county commissioners”; this will need to be changed to “governing bodies”. Marcy reaffirmed the document will be for all three governing bodies; the changes will need to refer to “governing bodies. Beth and Melissa noted “sub-sections b, c, and d, are deleted”. Cal reviewed the changes; page 1 “county commissioners” needed to be changed to “governing bodies”, p 4 will be given an amendment attached to show what was changed in sub section b, c, and d, and on pg.4 “county commissioners” will need to be changed to “governing bodies”. *Bill made the motion to recommend to the Board of County Commissioners for adoption of the proposed Subdivision Regulations Amendment that will include all changes noted by the Planning Board; motion seconded by Melissa; motion carried (full Board). Beth made the motion to recommend to the City of Sidney City Council for adoption of the proposed Subdivision Regulations Amendment that will include all changes noted by the Planning Board; motion was seconded by Bill; motion carried (Sidney Jurisdictional Area Committee).* It was noted the Fairview Jurisdictional Area Committee would not be able to provide their recommendation at this time due to lack of a quorum. Ray noted a special Committee meeting will need to be scheduled in an effort to provide the Town of Fairview Town Council with their recommendation. Ray and Marcy will set the meeting up. **Google list Group: last meeting tabled item (requires board action):** Marcy reported this tool was presented to the board at April board meeting as communication resource tool; this would provide the board members a chance to communicate outside of the board meetings on agenda items. Marcy reported during the Montana State Planner Conference this tool was discussed and was strongly recommended not

using it; as it provides ex parte communications and could lead to issues for the board. Melissa agreed the board should not use; majority of the board present agreed. *Lee made the motion to remove this from the agenda as no further discussion was needed.; motion was seconded by Beth; motion carried.* **Conference:** Marcy provided a brief report on the outcome of the 3rd Annual County-wide Conference. She stated she felt the conference was a success; a total of 108 attendees were able to participate in the eight concurrent sessions; one new Action Group was created “Transportation”. The Extension Office provided the facilitation services which drew more participants into the discussion in each session. Marcy stated the sessions this year were formatted differently allowing for more participation and interaction. Marcy also stated she will provide the Staff Report and Conference Report to the board at their next board meeting.

Reports from Planning Board Committees:

- **Executive Committee – Chair Cal:** *Bylaw Committee review and recommendation (requires board action):* Cal stated Melissa and Beth (Bylaw Committee) reviewed the current board bylaws and new State law changes that referred to the Planning Board. Beth drew the board’s attention to the attachments in the Board meeting packet; the blue sheet outlined the Committee’s recommendation and bylaws attached included the recommended changes (printed on white paper). Marcy stated the committee looked at the changes in the Montana state law and the recommendation provided in the “green” Planning Board Handbook. Cal praised the Committee for their efforts. Bill made the motion on behalf of the full board to accepted amendments as written and presented by the Bylaw Committee; motion was seconded by Ray; motion carried. Beth made the motion on behalf of the Sidney Jurisdictional Committee to accepted amendments as written and presented by the Bylaw Committee; motion was seconded by Bill; motion carried. It was noted Fairview Jurisdictional Area Committee did not have a quorum. **Growth Policy Committee 06/07 - 5 year timetable:** Cal referred this to Marcy. Marcy reported there were some changes to Montana State Growth Policy law. An Amendment will be required to reflect the sand and gravel pits located in the county/city/town. Planning Board members asked if this was included scorio pits as well; Marcy stated she did not know but would check on it. Lee brought up a question regarding the definitions of the state regulations; would a map be required or just a statement identifying them. Marcy stated she would check into it. Marcy drew the board’s attention to the pink sheet included in their packets which showed the timeline for the Growth Policy that included when the Growth Policy would need to be amended; all recommended changes will be completed by the Planning Board; then the governing bodies would need to adopt the Amendment. **PB Reappointments:** Cal stated the minutes need to reflect Bill Linder was reappointed by the County Commission; although Lonnie Price has resigned. Cal stated the commissioners would like the Board to provide them with some names the person must live outside of the city limits but within the Sidney jurisdictional area. Marcy asked to the Board members to email her their recommendations. Cal stated the City of Sidney has reappointed both Beth and Melissa to the Planning Board. Ray stated consideration and reappointment of the Fairview members will be on Monday.
- **Sidney Jurisdictional Area – Chair Lee:** *Proposed Planning Board Land Use Map (may require board action):* Lee stated the Sidney Jurisdictional Committee has reviewed the proposed map as created by Jerry Grebenc (CTAP) he stated the Committee recommended a few minor changes as noted on the map. Lee made the motion to present the proposed Land Use Map the City Council for consideration after the noted changes have been made; motion was seconded by Bill; motion carried. Marcy suggested as the map contents both county and city areas, it would require approval from the full board and the perspective governing body.

- **Fairview Jurisdictional Area – Chair Ray:** Ray noted again a special Committee meeting will need to be scheduled in an effort to address the Fairview Jurisdictional Area Committee recommendations on the proposed Subdivision Regulations Amendment, Planning Board Bylaws Amendment, and election of the Fairview Jurisdictional Area Chair. Ray asked Marcy to schedule the meeting.
- **Election of Officers (requires board action):** Cal opened the nomination for the Planning Board Officers to serve for the calendar year of 2010. Beth and Bill made the motion to have Cal serve as President, Ray as Vice-President and Lee as Sidney Jurisdictional Chair; motion was seconded by LeeRoy; motion carried. It was noted the Fairview Jurisdictional Area Chair position will be filled upon their election.

Written communications: Marcy noted the APA Planning magazines have arrived at the office and are available for check out at the Planner Office.

Staff reports:

- **City/County Planner – Marcy Hamburg: Board training:** Marcy stated a Training session was being worked out as a joint training session with the MonDak Heritage Center; but due to the resignation of their Executive Director and trying to include the County Commissioners in the training; and scheduling a date seems to be a problem. Melissa Boyer suggested there was interest having an MMIA training in Sidney; this was being looked at the City Council. Marcy will talk with Tara. Marcy asked if the joint workshop with the Heritage should be further pursued. The board members asked several questions about the training session. It was agreed not to further pursue the joint training session. **Grant Proposals and consultant work:** Marcy reported she had success written: 1) CDBG Planning Grant application on behalf of the Housing Committee/County is the sponsor and was awarded \$11,100 to hire a consultant to conduct a Land Trust Housing Feasibility Study. 2) EPA-Brownfields grant for \$200,000 for a cleanup grant to remove the hazardous materials found in the old Community Services Building and 3) Safe Routes to School grant application approximately \$120,000, grant requirement did not indicate timeframe for awards. Marcy will check up on this award. The plans are to go after funding until the path is all over the city. Marcy asked the Board to consider other areas around Sidney and in Richland County for a continuation of the exiting pathway.
- **Sanitation - Kelly Logan (if able to attend meeting):** It was noted Kelly was not available to attend the meeting.
- **Public Works – Terry Meldahl and/or Russ Huotari (if able to attend meeting):** It was noted Terry and Russ were not available to attend the meeting.

Next Meeting (tentatively scheduled): It was noted the next Board meeting may take place on Tuesday, February 2 and/or March 2; both meetings are dependent on Board agenda action items; it was noted the next mandated meeting is Tuesday, April 6.

Adjourn: Bill motioned to adjourn: Motion was approved.

Cal Oraw, Planning Board President

Date