

BROADWATER COUNTY PLANNING BOARD MINUTES

January 11, 2022

Chairman, Ed Shindoll, called the meeting to order at 1:00 PM. Once seated, all rose for the Pledge of Allegiance.

Board members present were Mary Heinemann, Jeanine Stone and Deanna Kolodka. Board member, Dallas Diehl, was not present.

Election of Officers for 2022

Chairman: Mary Heinemann nominated Ed Shindoll for Chairman. Mary Heinemann made a motion to cease nominations. Jeanine Stone seconded the motion.

Vice Chairman: Jeanine Stone nominated Mary Heinemann for Vice Chairman. Deanna Kolodka seconded the motion. All voted in favor and the motion carried.

Vice Chairman, Mary Heinemann, made a motion to accept the December 14th, 2021 Planning Board minutes. Jeanine Stone seconded the motion. All board members voted in favor and the motion carried.

New business to discuss.

Montana Crossroads Minor Subdivision: Planning and Development Director, Nichole Brown, introduced the developer of this project, Craig Rickert. Nichole stated that there would be no motion made on this date, as the Planning Board was new to receiving the application.

Craig Rickert approached the podium, to briefly provide his background and describe his plan for this development. Phase 1 of this development is a 5-lot minor, that would include work-force housing, manufacturing, retail, daycare, and emergency services. Nichole Brown noted that this is a minor subdivision, which will not require a public hearing. Public meetings are required for this development. Nichole also advised the board members that this board makes recommendations to the Commission.

Nichole Brown advised the Planning Board that the deadline for this application is February 28th, 2022, meaning the Commissioners must make a final decision of denial or approval by this stated date. The Commissioners are allowed two opportunities to review the application.

There was open discussion in regards to the date for the next meeting. Vice Chairman, Mary Heinemann, made the suggestion to set the date of the next meeting for February 1st, 2022 at 1:00 PM, to discuss this development.

Old Business:

Subdivision Regulations, adopted on November 29, 2021 by Commission.

Planning Board members reviewed the Application Supplements and agreed to the following corrections:

- To revise sections of Page 4 of the Application Supplement, to reflect pages 19 and 20 of the Subdivision Regulations.
- Grammatical errors were corrected on page 6.
- Page 7, Jeanine Stone noted a grammatical error, regarding filing fees in the Clerk and Recorder's office. Nichole Brown suggested: Under County Fire Department, the address would be added; 130 South Cedar Street. The address for the Three Forks Rural Fire Department will be added also.
- Page 8, Jeanine Stone added Montana Department of Natural Resources address; 1539 11th Ave, Helena, MT. 59601. MDT address was added; 2701 Prospect Ave, PO Box 201001, Helena, MT 59620-1001. BLM address was added; 5001 South Gate Drive, Billings, MT 59101. Phone number for BLM was also added; 406-896-5004. Jeanine Stone also noted the grammatical error, last sentence, "Due to", in the Disclaimer.
- Page 9, Jeanine Stone noted the space between the comma and the "S", on the lines with Montana's #1 and #2.
- Page 10, Nichole Brown noted the importance of adding "Zoning" to this form.
- Pages 11 and 12, Nichole Brown explained that this check list is all the items that needed to be included in the application, based on pages 21 and 22 of the regulation's list. Corrections were made, to match the list in the Subdivision Regulations. It was marked, for future amendments, that the Preliminary Engineering Report needs to be added to page 22 of the Subdivision Regulations, as it is included in the list on Page 11 of the supplements. However, it is included on page 57. #24, revised to state, "It is not a requirement for parcels 5 acres or less to have park land dedicated." "If applicable" to be added to numbers: 31, 33, 34 and 35. It was noted to delete #36.
- Page 13, Nichole Brown suggested changing the subdivision administrator use only; Element review date to be revised to Element Completion Date, as well as Tentative Sufficiency Review Date to be changed to Sufficiency Completion Date, Planning Board Public Meeting date, as opposed to Public Hearing Date. It was also noted to delete the Subdivision Administrator signature and date line.
- Page 14, Supplement 5: Reflects back to the check list. Add page numbers for reference.
- Page 15, Item #5(A), Nichole Brown suggested amending the language, to include utilities. IV-A-2, to include page 43 of Subdivision Regulations.
- Page 16, #14 and 15, it was agreed to make the revision, "Documentation of existing water rights." #17(A) Proposed Road Plan, "street name" to be revised to "proposed street name". "If Applicable" to be applied to "Pavement/Base Thickness". (H), "If required. The section regarding water rights, to be amended to state, "Assigned statement", page 22, Mineral rights section to be revised to "Assigned statement" also.

#23, Park Land Dedication requirements, to be revised to "VP" on page 69. Park dedication is not required for parcels greater than 5 acres.

- Page 17, Items #'s 24, 25, and 26 to be researched further by Nichole Brown prior to the next meeting. Under Weed Management Plan, remove "Revegetation Plan". The first line under Weed Management Plan to be revised as, "Broadwater County Subdivision Noxious Weed Management Plan".
- Page 18, to be reviewed by Nichole Brown.
- Page 19, "If Applicable" to be added to #'s 30, 32, 33, and 34. #35, remove "Such As".

Legal Updates:

Planning and Development Director, Nichole Brown, announced that the Broadwater County Attorney has been called to Activity Duty. The Deputy County Attorney will be stepping in to the role as the County Attorney, temporarily, while the County Attorney is away serving our country. Recruiting additional help is in the works, to fill the need for civil cases. Due to increased case load, it was noted that Jania Hatfield will not be present for most of the Planning Board meetings. Legal questions can be sent to Jania Hatfield, via email.

Items for Discussion:

Planning and Development Director, Nichole Brown, announced that the County Board training was on this date, from 6:00 PM to 8:00 PM, located at the Lodge, 131 South Spruce Street. This is an all board training. Thursday, January 13th, Tara DePuy and Karen Alley will be providing a full day training, from 10:00 AM to 4:30 PM. This training is MACO Land Use Training, also open to the public.

No Other Business to report.

Reports:

Planning and Development Director, Nichole Brown, reported that the Horse Creek Hills Subdivision was tentatively scheduled to go before the Commissioners on Wednesday, January 19th, 2022, for approval or denial. This could also potential carry on to January 20th.

Mary Heinemann made a motion to schedule the next Planning Board meeting on February 1st, 2022, at 1:00 PM. Jeanine Stone seconded the motion. All voted in favor and motion carried.

Chairman, Ed Shindoll, adjourned the meeting at 3:30.

Approved Ed Shindoll Date 2/8/22