

## ZONING AND PLANNING BOARD MEETING MINUTES

**April 18, 2024**, Zoning & Planning Board meeting was called to order at 7:00PM at City Hall at 206 Main Street, Three Forks, MT 59752.

Chairman George Chancellor, Members Matt Jones, Amy Laban, Niki Griffis and Racheal Tollison were present at City Hall. Kelly Smith was excused. City Planner Randy Carpenter attended via Zoom. (Zoom is a virtual meeting tool allowing people to attend remotely, which started as an option during the COVID-19 pandemic and the City has continued to offer for meetings.) There was a quorum with the attendance of five members, and the meeting was held. The minutes were completed by City Clerk Crystal Turner.

Public Present: John Sinrud and Kenneth Gibson.

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 meeting held on 1/18/2024**

Amy Laban moved to approve the minutes of July and October meeting minutes. Racheal Tollison seconded the motion. **Motion Passed Unanimously.**

### NEW BUSINESS

Crystal Turner reported that it is not on the agenda, but since the Growth Policy's adoption, the next official step would be to ask the Gallatin County Commission to accept it as the growth plan. We have not done this step yet, but that would be the next step towards entering into an Interlocal Agreement with the County for the zoning/subdivisions in the 1-mile boundary. Would the Zoning & Planning Board like to recommend to the City Council to send a letter to the Gallatin County Commission requesting adoption of the City of Three Forks' Growth Policy?

George Chancellor moved that we recommend to the City Council that we ask the Gallatin County Commission to adopt our Growth Policy. Racheal Tollison seconded the motion. **Motion Passed Unanimously.**

### PUBLIC HEARINGS

**Public Hearing and Recommendation on a Request by Kenneth Gibson & Barrett Snyder for a conditional Use Permit for the property located at Block 4, Lots 1 & 2, Northwest Townsite (Plat D-26) commonly known as 623 E. Neal Street. Said request is for approval to build a multi-family residential triplex within the Residential district designation.**

Randy Carpenter read his staff report into the record. The applicant has been granted a variance by the Board of Adjustment to build on piers in the floodplain rather than bring in fill. Staff recommends approval of this application, and it would be nice to have applications done professionally and clearly as well as this one has been submitted.

## ZONING AND PLANNING BOARD MEETING MINUTES

**Applicant Presentation:** Ken Gibson stated his plan is to bring affordable housing to Three Forks. “I plan on bringing affordable housing to Three Forks. Multifamily makes it more affordable, and the proximity to the golf course and trails may bring families in to the neighborhood. Building in some of these lower locations on a pier system saves money rather than bringing in tons and tons of concrete. Maybe this system can be looked at in the future for building in these lower elevation lots,” he stated.

**Public Comment:** None present.

**Applicant Rebuttal:** None required.

George Chancellor **closed public comment.**

**Board Questions/Comments/Discussion with staff and/or applicant:** Amy Laban asked how will the common grounds be cared for? “With a condo you would have a HOA, but how do you do that with a triplex?” she asked. John Sinrud spoke and said the triplex will still remain owned by one owner. “The grade is going to remain flat as a pancake. It will have a sprinkler system installed, sod will be installed, the water will be included in the rent that will include the water, and will be maintained by the owners Kenneth Gibson and Mr. Snyder.”

Amy Laban asked about the parking situation and how one will access it on the west side of the property as it appears the parking areas are drive-through. John Sinrud explained you will not drive through. “It will be tandem underneath – my suggestion is 2 cars underneath max and then park in the driveway area. Bollards could be placed so that you cannot drive through to the west side, or landscaping strategically placed to prohibit driving through,” he said.

George Chancellor asked if driveways will be paved or graveled? John Sinrud said they will be concrete or pavement and will go all the way to street edge. “No sidewalks?” George asked. Mr. Sinrud said, “That is correct – and there are no others in the area. That will help with this low grade to not divert water to other people’s property.”

There were no other questions from the Board.

Amy Laban asked what we have done with multifamily housing in the past regarding max number of pets. There was discussion on two max per unit. Crystal Turner said the property is technically two lots, so if they were individually owned lots they could have six dogs maximum. John Sinrud is the President of the Montanan Landlord Association (and he deals with the Fair Housing Board a lot too) and cautioned limiting pets that are registered for emotional support. “Just be sure in your limitations are number of pets per unit and the City complies with Fair Housing laws,” he suggested.

**(does our ordinance need updated for emotional support animals or is that only for rentals?)**

Niki Elmore asked about landscaping other than sod? John Sinrud said, “There will be four clusters of three sets of aspens which are water-wicking and fast growing. We put 1-1.5” caliper, within 5 years will probably be 8 [inches].” Amy Laban would prefer something along the back to keep people from pulling through or

## ZONING AND PLANNING BOARD MEETING MINUTES

parking back there. She is open to fencing or other vegetation. Ken Gibson suggested a concrete pylon (bollards) to prohibit/limit people from driving through.

George Chancellor moved that we approve this CUP the first condition is that all statements and explanations of this use presented in this application for this triplex are made conditions of this approval, 2) no more than 2 dogs per unit with possible exception for service animal/fair housing requirements, and 3) condition for parking pylon to prevent drive throughs. Racheal Tollison seconded the motion.

**Motion Passed Unanimously.**

Crystal Turner reminded them this would be heard before the City Council on May 14<sup>th</sup>.

### OLD BUSINESS

#### **Continued Discussion to Work on Recommendation of Zoning Regulation Updates due to Growth Policy, and now 2023 Legislative Changes**

Randy Carpenter informed the board the City has received CDBG grant from the State for \$20,000. We applied for \$40,000, but there is an additional grant program Randy applied for will get Lee Nellis under contract to get going on the zoning code. "I've already started gathering examples with pictures with what some folks call the "missing middle" housing – the single family detached, and larger apartment buildings, duplexes, triplexes, fourplexes and designed to look like single family housing. We think that is appropriate for Three Forks, and what the Growth Policy called for. The idea is that I'll bring examples from Bozeman and Belgrade with pictures to you all at your next meeting to ensure we are on the right path."

We had a meeting with Three Forks Development, LLC the Kyd Road proposed development. He explained there are in discussion on water rights, water capacity. Amy and Racheal asked about the City's sewer capacity. Crystal explained the City has adequate capacity that will allow the developer to apply to annex, which would be heard at the Zoning & Planning level too prior to approval. Randy also mentioned they have discussed reinstating the Residential Medium Density (RM Code) but have decided not to go that route. Crystal said that in a recent meeting the developer did state they may still use the option to reinstate and amend the RM code.

George Chancellor moved to adjourn. Racheal Tollison seconded the motion.

**Motion Passed Unanimously.**

Meeting was adjourned at 7:45PM.