

ZONING AND PLANNING BOARD MEETING MINUTES

January 15, 2026, Zoning & Planning Board meeting was called to order at 6:30PM at City Hall, located at 206 S. Main Street, Three Forks, MT.

Zoning Members present were Matt Jones, Rachael Tollison, Kelly Smith, Jacob Sebens, Reagan Hooton, Niki Griffis and Amy Laban. City Planner Randy Carpenter attended via Zoom. Zoning Consultant Lee Nellis was excused. (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 seven Zoning Board members. The minutes were completed by City Clerk Crystal Turner.

Chairman Matt Jones called the meeting to order. He reminded everyone that the meeting was being recorded.

Public Present: Tom Duchen, Bob Duchen, Susan Swimley all attended via Zoom. XX was present at City Hall.

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

CONSENT AGENDA

Approval of the 11/20/2025 Meeting Minutes

Amy Laban moved to approve the minutes. Rachael Tollison seconded the motion.

Motion Passed Unanimously.

PUBLIC HEARINGS

Public Hearing and Recommendation to Send a Recommendation to the City Council Regarding Chapter 16 – Public Lands Institutional

Kelly Smith moved to send Chapter 16 to the City Council. Amy Laban seconded the motion.

Motion Passed Unanimously.

OLD BUSINESS

There was no old business.

NEW BUSINESS

A. PowerPoint Presentation on Telecommunications and Small Cell Towers, by Tom & Bob Duchen

Bob and Tom asked for questions.

Niki asked if someone wants to put a tower in, can the City deny it?

Tom said this for people putting fiber in your streets on in your right-of-way. If you are asking if they are putting it on your city property, it's up to you to negotiate. Those big ones are towers. There may be sites within city limits. We may suggest macro-tower regulations. But right now, if someone goes on private property and wants to install a tower, then it would be hard to regulate without these regulations.

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Susan said this is her inspiration and we don't own much infrastructure the providers would use, but if the providers want to go in and work with N.W.E. to put cells on towers, we have worked to put the basic infrastructure in place to regulate moving forward.

KJS said there are a couple calls by fiber optic companies looking to spend ARPA grant funds that are wanting to put fiber in our rights-of-way.

RH said the fiber is in our streets and alleys? KJS said yes, one for in our streets/alleys R/W and then small cell for on the towers on poles. This would give us more control and options and more detail than our existing ordinance which requires a bond.

Reagan said the City absolutely needs to implement this. Amy said she was overwhelmed when she read it and it was out other wheelhouse. If these regs as written as adopted, do we have time to tweak them. Thinking of the aesthetic, wondered if you could amend them later? Yes. CT our PDS can be amended as well to include that. Kelly believes we need to make a motion to pass them on to City Council, we can read them and forward comments on to the City Council.

Public Comment: not on this one.

B. Discussion Regarding Chapter 29: Adopting Regulations for the Use of the Right-of-Way by Providers of Telecommunications Services

KS moved to take Chapter 29 (name) to the City Council. AL seconded the motion.

MPU

C. Discussion Regarding Chapter 30: Establishing Small Cell Regulations

RH moved to pass along Chapter 30 (name) on to the City Council. Rachael seconded.

MPU

Next date would be 2/19 if that works for all.

NEXT CHAPTER(S) TO COME TO THE BOARD:

A. Chapter 9 – Required Improvements – Enforcement Board said not yet.

B. Chapter 13 – Central Business District - December

KS asked: Do we want all the same uses as existing, except reduce parking as previously discussed?

C. Chapter 14 – Highway Commercial District – December

D. KS asked: Do we want all the same uses as existing, except reduce parking as previously discussed?

E. Chapter 17 - Residential District

Seen this previously.

XX moved to adjourn at once. XX seconded the motion . Motion passed unanimously. The meeting was adjourned at 7:58 PM.