

**STILLWATER COUNTY PLANNING BOARD
MINUTES OF MEETING**

Wednesday, July 1st, 2020 at 7:00 p.m.
Stillwater County Pavilion,
328 5th Avenue N., Columbus, MT

BOARD MEMBERS PRESENT: Jerry Edwards, Carolyn Hutson, Ray Karls, Dan Sayer, and Curtis Jacobs

BOARD MEMBERS NOT PRESENT: Bob VanOosten, Steve Arnold, Karen Heyneman, Gary Enstrom

STAFF: Forrest Mandeville, Stephanie Ray, and Christine Baker

OTHERS: Fiona Nave

I. CALL TO ORDER. Curtis Jacobs as the senior member of the board called the meeting to order at 7:00 p.m.

A. Public Comments. Nothing at this time

B. Disclosures of Conflicts of Interest and Ex-Parte Communications. Nothing at this time

II. MINUTES:

A. Minutes: Motion to approve Carolyn, second Jerry; motion passed.

III. NEW BUSINESS:

Planning Updates: Nothing at this time.

IV. OLD BUSINESS.

A. County Wide Zoning Discussion.

Forrest reviewed the draft Zoning and Development Permit Flowchart. Discussion on planning board versus board of adjustment and zoning commission decision making authority. Planning board is a recommendation board, board of adjustment and zoning commission can be a decision-making board. Board wants to make sure there is enough checks and balances in place to ensure a fair review and decision-making process. Forrest reviewed the draft of the Zoning and Development Regulations. There was discussion on some of the definitions as well as the purpose of the regulations. Staff explained the intent is to provide some basic zoning criteria for certain land use activities without overburdening future land development or future land use. Forrest then reviewed the draft Allowed, Permitted, and Conditional uses. There was

discussion on submittal documents and making sure that the requirements are not overly burdensome but at the same time require enough information that the recommending board and decision-making board can provide sufficient feedback. Staff would prepare a staff report outlining the specifics of the submittal as well as mitigation recommendations. The Conditional Use Permit could then be conditioned appropriately regarding the proposal and also conditioned upon approvals by other affected agencies. It was noted that nonconforming uses would be grandfathered in until the time that the use was abandoned or there was a significant change in use. The request was made to extend the abandonment period from 180 days to 1 year. There was discussion on the structure of the board requirements – planning board, zoning commission, and board of adjustment. The desire is to limit the number of boards that need to be formed while at the same time allowing for the separation of decision-making powers. This would bring the commissioners in as the board of adjustment and final decision-making authority. There was discussion around the difference between single family residential development and multi-family development review criteria. There was agreement that multi-family does have a higher land use impact and may require additional mitigation such as parking, lighting, road impact and should either be considered under the commercial definition or have its own definition and the permit process will be similar to the commercial condition use permit. Additional discussion included a highway commercial area that would address billboard signage along scenic corridors. The Board agreed to look at language related to scenic corridor signage or entryway criteria. Staff was directed to revise the draft regulations for further discussion at the August 5th meeting.

V. ADJOURN: Jerry made a motion to adjourn the meeting at 8:38 pm. Dan seconded; motion passed.

The next meeting will be on August 5th, 2020 at 7:00 p.m. at the Pavilion.

Stephanie Ray, AICP