

DPARB MINUTES

August 23, 2017

City Hall Conference Room

Attendees: Jim Berve, Bob Glasgow, Debbie Buck, Mike Black, Wyeth Friday, Vern Heisler and Tina Volek.

Annexation & Zoning Policy Changes Presentation – Wyeth Friday.

The first Annexation Policy was developed in 2002; the policy requires the City to review/update the Policy and Map whenever the Capital Improvement Plan (CIP) is revised. The CIP annual review process will begin in October.

The Annexation Committee reviews requests to amend the Limits of Annexation Map and reviews the Annexation Policy in conjunction with the CIP process. The annual review process will begin in November bringing recommendations to the City Council in March or April 2018.

The Annexation Committee consists of representatives from: Parks, Recreation and Public Lands, Police, Fire, Public Works, Transit, Administration, Planning, School District 2 and the County Water District of Billings Heights (as applicable).

According to the City's Annexation Policy, the City Council may approve, deny, or conditionally approve annexation petitions based on the following criteria: the area is located within the City Annexation Petition Area; the City is able to adequately provide services to the property; any proposed public improvements within the area to be annexed will meet City standards; all property owners within the area to be annexed must sign a Waiver of Right to Protest future SIDs, proposed conditions of annexation ensure the waiver is signed; any proposed development of the site will be done in compliance with zoning and site development regulations.

The Annexation Policy was last amended in May 2017, the Limits of Annexation Map was updated in May 2017 also.

Unified Zoning Regulations – a bulk of the codes date from 1972 (City) & 1973 (County). The Code has been amended, added to, and was unified in 1997. The City and County have new policies to help guide growth and development – the zoning regulations should align.

A two year project to update the zoning regulations is in progress. The Steering Committee created by the Planning Board to guide the process includes City Council, County Commissioners, developers, residents and other stakeholders.

The current "unified" code makes consideration of amendments difficult and confusing. Portions of the Code may be re-unified at the end of the zoning regulation update project.

The Zoning Code Update Process timeline include: Code Separation will be completed in late September; Process Oversight – Steering committee, 2 Sub-Committees on Landscaping and

Signage will hold monthly meeting starting on August 30th; Outside Help involves consultant(s) to be hired for code drafting and public outreach and graphics, illustrations for new code. The entire process is expected to take about two (2) years.

Old Business

1. Minutes from July 27, 2016, February 22, 2017 meetings will be approved at the August 23, 2017 meeting. There was not a quorum.
2. Monthly Building Report – Wyeth Friday

	August 2016	August 2017	YTD 2016	YTD 2017
Single Family	41	20	248	208
Commercial	9	5	44	42
Total Permits	1128	229	4501	2431
Total Valuation	36,632,925	12,381,124	221,106,342	174,603,835

3. Green Building – Tina Volek/Bob Glasgow

Tina mentioned the Library hours had changed, with closure on Sundays.

4. Noise Ordinance – Tina Volek

The Noise Ordinance is ready to go before City Council.

5. Tina Volek Retirement

Tina stated she would be retiring September 30th and thanked the committee for all of their hard work over the years.

New Business

6. Set Agenda for November 15, 2017 Meeting.

Adjournment at 2:20 PM.