

# West End Task Force | MINUTES

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Meeting date | time *4/17/2018* | *7:00 pm* | Meeting location *Faith E Church 3145*

Meeting called by Tiffany Wardell

Notes taken by Karen Freeman

President : Tiffany Wardell

Vice President : Bob Deines

Secretary : Karen Freeman

Officer reporting : Sgt Shelden

Guest speaker : Nicole Cromwell

## AGENDA TOPICS

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*Time 5 min / Approve minutes from March 2018 meeting*

Dick Clark motioned to approve minutes. Reg Gibbs seconded

*Time 5 min / Agenda topic Police Report | Presenter Sgt. Shane Shelden*

Over view 727 calls for service in this task force area. 3 most common: disturbances, suspicious reports, welfare checks.

There were 2 burglaries to businesses and 6 to residences, 4 drug cases

29 abandon vehicle reports in our area, please report license plate numbers or vin numbers. 6 parking. 2 animal calls. 27 traffic calls. 57 Theft cases. Close doors windows and garages.

13 thefts from inside cars. Lock your car doors. 6 stolen vehicles, 72 traffic stops  
DUI 4 were drugs, 47 alcohol. Most were twice the average for alcohol.

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*Time 55 min / Agenda topic Zone Change Process | Presenter Nicole Cromwell*

Weed season is here. Many complaints come from undeveloped lots in West End.

For all of the presentation Nicole said to google:

Google search: [city zoning presentation](#) It includes city zone codes and county zone codes and districts.

Zoning is in a 2 year process to change the city and county codes in numerous categories

Google search: [Billings project recode](#)

Zoning defines what can be built, how close to property line, how tall and what it can be used for.

If you are in the city, you submit a city zone change.

If you are in the county, you submit a county zone change.

Zone changes step by step process:

Property owners may submit zone change or their agent representing the owner

City prepares a map of that property with a radius

Then there is a pre-application meeting of neighbors effected and neighbors are notified

Including date and time and place, legal description of land and map and existing and proposed zoning

Name and address of current owner

Form is then completed saying the meeting happened

If things didn't go well, they don't need to continue. Or they can wait and do it again within 6 months

1<sup>st</sup> Monday of the month is zone change application day with all of the above completed with app fee and sign deposit

On Friday of the same week the staff send applicant review to necessary departments in the city/county, asking for comments or concerns about this application

Following week prepare legal ads for notice of city zone change (Yellowstone county news) Yellowstone County ads are in the Billings Gazette. Ads are published twice. City council and county commissioners can also submit zone changes

They can also amend the text to the zoning regulations

They can petition to annex as well.

In a zone change: it takes it from one type of zone to another type of zone ie. ag to residential

It doesn't approve a site plan, building styles, unless it's a planned development zone ie Josephines'

City council hearing and zoning commission hearings are also published

The county recorder has certified the surrounding property owners information

Again, letter is mailed that tells about the next meeting and what will happen and pertinent info about the zoning change.

This is the only mailed notice in the public process

Then a zoning request sign is posted on the property area

Once application has been published it can't be amended but it may be withdrawn before a hearing

Zoning commission or city council can accept the withdraw

Written comments will be provided to the zoning commission and the city council

Planning staff recommends the approval or denial to the zoning commission using criteria lists for zoning changes. The terms of the criteria come directly from the state law

West billings and citywide growth policies apply as guidelines including public spaces, strong neighborhoods, housing options, mobility and access and prosperity and economic development.

The zone change is either a yes or no, not just change one thing about the proposal.

Zoning commission takes all the info and comments and holds a public hearing

Then they make their own recommendation and send it to city council or county commissioners

They can also delay their decision up to 2 weeks after the public hearing

Planning staff takes all of the information and puts it in a report on behalf of zoning commission and it goes to city council or county commissioners

Protest petitions may be submitted until the Friday before the city council. Valid protest are where the lots within 150 feet have over 25% of those owners protesting it. This is a valid protest.

In the county you can protest a zone change if you get 40% outside of the city, in the county, to protest a zone change in order for it to be blocked.

If a zone change is denied, the owner can't submit for another 12 months.

If they are granted withdraw, they can resubmit within the 12 months and then can't withdraw at all.

If it gets approved, they can't resubmit for another 12 months

Any person may appeal a zone change in district court within 6 months. Appeal is a civil action against the city or county

It doesn't block it.

Questions:

Annexation

Yellowstone county doesn't have zoning everywhere just 4 miles from city limits. So now Copper Ridge is next to un-zoned land. So, anything can be developed. There are also no building permits required outside city limits except for commercial and residential electric and plumbing permits.

In zoned areas there are permits required for building

Taxation: Dept of revenue looks at use of property. Taxation also determines public fire services.

### **Remaining agenda items moved to May meeting**

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Time 20 min / Agenda topic New Business | Establishing Committees & Brainstorming

Committee development discussion:

Zoning – Traffic & Parking : Tiffany Wardell

Code enforcement – Crime : Bob Deines

Community : Karen Freeman

Brainstorming:

What concerns West End residents about future development on Grand?

What would West End residents like to see developed on Grand

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Time 5 min / Agenda topic Old Business / City meetings updates

Zoning update: Tiffany Wardell Adjacent neighborhood update: Bob Deines

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Time *15 min* / Agenda Topic Questions, Comments, Concerns

Bright and beautiful -clean up trash April 28th

Drug drop off at Elks lodge same day 9-2pm

Motion to adjourn

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