

**COLUMBUS-STILLWATER COUNTY
CITY-COUNTY PLANNING BOARD**

Meeting Minutes

Tuesday, December 27, 2011 at 5:30 p.m.

Stillwater County Annex Planning Department, 809 E. 4th Avenue N., Suite C

Members Present: Rod Fink (President), Susie Schreiner (Vice-President), Dennis Holten, Jeanne Kienitz, Webb Mandeville, Don Parks, and Ed Viig.

Members Not Present: Ron Barndt and Joe Cross

Staff Present: Forrest Mandeville and Marissa Plumb

I. CALL TO ORDER

President Fink called the meeting to order at 5:30 p.m..

There were no public comments received at this time.

II. MINUTES

Jeanne motioned that the minutes of the October 25, 2011 regular meeting and the special meeting (public hearing) on December 7, 2011 be approved as written. Ed seconded; with all in favor, motion carried.

III. NEW BUSINESS

A. Zoning Code Update

Dennis informed the Board that he had been looking into updating the Columbus zoning. Currently Dennis is reviewing the old zoning and making a few edits/changes. The Board requested that Dennis bring the edits with him to next month's Board meeting. Forrest mentioned that there are a few different types of zoning to look into, such as performance zoning and form-based zoning. The current zoning in Columbus follows a Euclidian Zoning philosophy.

Dennis and Don noted issues with the current zoning in regards to set-backs in the older parts of the town. People are tearing down old sheds and then having to go through variance review to build a new shed that is in the exact same location as the old shed. Forrest stated an issue that the purposed Mourning Dove subdivision ran into which was building of a large house on a small lot isn't acceptable with the current zoning in regards to the Town's set-backs. Dennis would like to do some more research on possible zoning options and will report back to the Board at the next meeting. This item will remain on the agenda for next month.

B. Columbus Area Growth Policy

Forrest informed the Board that the Town and the BOCC have approved the recommendation from this Board to have the County's Planning staff review and then update the Columbus Growth Policy. He also mentioned that in order for the Growth Policy to be reviewed and then updated it will require multiple public meetings, starting towards the end of January 2012, to get the public's comments to see what they would like in the future in regards to law

enforcement, trails and recreation, future buildings, etc. Forrest asked that the Board be in attendance at these public hearings as well as if the draft press release is ok and ready to go to press. Please refer to the attached document for details. Ed asked that the public hearing be after work so more people are available to attend. Webb asked if the County Growth Policy is also in need of review. Forrest stated that the County's Growth Policy was adopted in 2007 and isn't required to be reviewed until five years after that. The Columbus Growth Policy was adopted in 2005 and needs to be reviewed now and then updated every ten years. Webb also stated that the meetings should be lead with topic questions so that the public has a direction of what to comment on as well as explain to people what the positive effects are to a community having a Growth Policy. Forrest said that the public hearings will be run like the community planning meetings that Melissa Kramer, Stillwater County's Economic Development Coordinator, and he conducted about a year and a half ago which included similar topics of discussion. The Board asked for the draft press release to be advertised as drafted. The press release will be submitted to the Stillwater County News.

C. Subdivision Regulation Changes (vote needed)

Forrest explained to the Board that a vote was needed to recommend to the Town and BOCC the proposed changes to the Subdivision Regulations that were previously discussed the last few meetings as well as at the public hearing held December 7, 2011. The majority of the changes were statutory updates but Forrest also reiterated that changes were made to fire fees, dry hydrants, and an application for extension was added as previously discussed at prior meetings. Webb made a motion to recommend to the Town and BOCC to approve the changes to the Stillwater County Subdivision Regulations. Susie seconded; with all in favor, motion carried.

IV. UNFINISHED BUSINESS

A. Tree Committee

Dennis informed the Board that he has spoken with Fred Bicha with the DNRC of Billings and requested information on tree committees so that Columbus can start writing the by-laws and get a tree committee in Columbus together. Webb stated that there are places all over town where the trees hang over into the right-of-ways and this tree committee needs to be established sooner rather than later. Dennis will keep working on establishing this committee and report back to the Board each month on his progress.

V. OTHER

A. New Public Works Building.

Don asked about the progress of the new Public Works building. Dennis said that the exterior is almost complete and they have started sheet rocking the office area. Dennis also stated that the Town isn't sure what they are going to do with the old Public Works building so for now they are just going to keep it even after they are moved into the new building.

VI. ADJOURN

With no more business, Ed made the motion to adjourn. Don seconded; with all in favor motion carried. The meeting was adjourned at 6:11 p.m..

The next regular meeting date is Tuesday, January 24, 2012 at 5:30 p.m. to be held at the Stillwater County Annex Planning Department building.

Marissa Plumb
Administrative Assistant