



# PLANNING BOARD AGENDA

**Tuesday, January 28, 2020 – 3:30 PM | Council Chambers, City Hall**

1. Call meeting to order | Pledge of Allegiance
2. Approval of Minutes
  - a. Regular Meeting – November 26<sup>th</sup>
3. Reports
  - a. Economic Growth and Development
  - b. Downtown Historic Preservation
  - c. Chamber of Commerce
4. Old Business
  - a. None.
5. Public Hearing(s)
  - a. None.
6. New Business | **The Board accepts public comment at the end of each item.**
  - a. Continued review of the proposed R-5, Northside Residential District. The Planning Board last discussed the District's provisions at the October 22<sup>nd</sup> meeting.
  - b. Review and discussion of Mayor Solle's 2020 Goals.
7. Public Comment – **Members of the audience may comment on any non-agenda item. State Statute limits the Planning Board from discussing any introduced item. The Board limits each person to three minutes to ensure there is sufficient time for all comments. The Board respects all comments and will have staff follow up any questions.**
8. City Planner & Staff Comments
9. Announcement of the next meeting
  - a. February 25<sup>th</sup> at 3:30 PM
10. Adjournment

---

**Planning Board for the City of Deer Lodge meets in the Council Chambers  
300 Main Street, Deer Lodge, MT 59722**

**For Further Information Contact**

City Administrator & Planner | Brian P. Bender, ICMA-CM, AICP CEP, CFM  
bbender@cityofdeerlodgemt.gov | 406.846.2238 EXT. #307

# PLANNING BOARD MINUTES

Tuesday, November 26, 2019 - 3:30 PM | Council Chambers, City Hall.

<b>Members Present:</b>	Kathy Bair, Jill Garland, Dan Sager, & Julie Schroder
<b>Members Absent:</b>	Tim Heiydt
<b>Mayor:</b>	Absent
<b>CAO:</b>	Brian Bender
<b>Council Member:</b>	None
<b>Staff:</b>	Kimberly Hughes, & Matt Bowdish
<b>Guests:</b>	Jan Bender

## 1. Call Meeting to Order | Pledge of Allegiance

Member Garland called the meeting to order at 3:35 PM and all present recited the Pledge of Allegiance.

## 2. Approval of Minutes

- a. Regular Meeting – October 22<sup>nd</sup>  
A motion to approve the minutes was moved by Member Sager, seconded by Member Bair, and a unanimous vote passed.

## 3. Reports

- a. Economic Growth & Development  
Mr. Bender updated the Board on Committee activities.
- b. Downtown Historic Preservation  
Member Bair the Board will be submitting a grant application to the Montana History Foundation. The next meeting is scheduled for December 11<sup>th</sup>.
- c. Chamber of Commerce  
Member Schroder summarized Chamber activities, noting that holiday activities will soon be in full swing, beginning with the Christmas Stroll on December 6<sup>th</sup>.

**4. Old Business**

- a. None.

**5. Public Hearings**

- a. CUP – Gerald and Jan Bender: 600 Main Street, Residential Use

The hearing commenced at 3:37 PM with Mr. Bender reviewing the history of the request. He noted that 31 letters had been mailed to surrounding property owners, with no responses received.

Guest, Jan Bender, explained the current situation stating that there are no parking issues. Mr. Bender advised that the permit will transfer should the property be sold.

There was no public present and a motion was moved by Member Sager to approve the request to present to the City Council. It was seconded by Member Schroder and a vote passed unanimously.

- b. Addition of B-3 , Neighborhood Commercial District: Chapter 21 of Zoning Ordinance  
Mr. Bender summarized the proposal for the creation of the B-3, Neighborhood Commercial District and reviewed a map with the Board.

There was no public present and a motion to approve and present to the City Council was moved by Member Sager. The Motion was seconded by Member Schroder and a unanimous vote passed.

The Public Hearings concluded at 4 PM.

**6. New Business | The Board accepts public comment at the end of each item.**

- a. Group Home Use in the R-1 District through CUP

This request was withdrawn by the interested parties via telephone last week.

**7. Public Comment**

- a. None.

**8. City Planner & Staff Comments**

Mr. Bender gave updates to the Board regarding City activities from October.

**9. Announcement of the next meeting**

- a. January 28<sup>th</sup> at 3:30 PM was confirmed as the next Board meeting. There will not be a Planning Board meeting in December.

**10. Adjournment**

The meeting was adjourned, by consensus at 4:15 PM.

Prepared by Kimberly Hughes, City Clerk

---

Tim Heiydt, Chairperson

---

Date

---

## **Planning Board**

### **Members**

Kathy Bair | Caleb Burton | Jill Garland | Tim Heiydt | Dan Sager | Julie Schroder

# CITY OF DEER LODGE

## PLANNING BOARD MEMO

---

**Meeting Date:** January 28, 2020  
**From:** CAO / Planner - Brian P. Bender, ICMA-CM, AICP CEP, CFM  
**Subject:** Agenda Items #6a & 6b

---

### **Agenda Item #6a – Proposed R-5, Northside Residential District**

The Planning Board will have a second opportunity to review the proposed zoning district for the residential areas in the Conestoga Lane and Winchester Drive Neighborhoods. As noted on the draft, the provisions are unchanged since October 22<sup>nd</sup> as the Board did not request any revisions at that meeting. The Board needs to decide if they are ready to hold a public hearing as a means to produce a recommendation for the City Council to consider. The hearing could be scheduled for your February 25<sup>th</sup> meeting. Alternately, the Board can continue the review process and have staff to produce specific amendments for discussion at subsequent sessions.

### **Agenda Item #6b – Mayor Solle’s 2020 Goals**

Mayor Solle presented her 2020 Goals to the City Council at their January 21<sup>st</sup> session. Items of relevance to the Planning Board are listed under Medium and Long-Term timeframes. Mayor Solle wants to encourage development and investment in Deer Lodge as a means to stabilize and grow City finances. To assist with goals, the Planning Board will participate in the forthcoming Community Profile Planning Project headed by Future West of Bozeman (the project is contingent on the receiving the necessary grant funding). The profile is a summary and analysis of baseline trends especially of social and economic factors for the community. The effort put into the Community Profile will jumpstart the 2021 update to the Growth Policy, a responsibility of the Planning Board.

## **Chapter Nineteen - R-5, Northside Residential District**

### **Section 1. Intent**

The intent of this district is to accommodate a variety housing types on smaller lots having access to municipal services. The R-5 District maintains the well-established, neighborhood character of the northside of the City and serves as a transition to adjacent community facilities and commercial properties.

### **Section 2. Permitted Uses**

- (1) Accessory uses.
- (2) Conditional uses provided in Chapter Nineteen, Section 10 of this Ordinance and subject to the provisions as prescribed.
- (3) Newly constructed one-family dwellings.
- (4) Manufactured Homes, subject to the following restrictions:
  - (a) Manufactured homes up to the size of a triple wide.
  - (b) The area beneath the manufactured home structure shall be enclosed with materials that are aesthetically consistent with concrete or masonry foundations.
  - (c) All towing apparatus, wheels, axles and transporting lights must be removed.
  - (d) The front of the home must face the street with exterior facades consisting of vinyl or wood siding, stone, brick, or other non-metallic material.
  - (e) The pitch of the roof must be at least 3:12 with a minimum of six inches of overhang and be finished with a type of shingle that is commonly used in standard residential construction.
  - (f) The home must have a properly constructed porch of at least three-square feet outside each door with attached stairs.
  - (g) The home must have been manufactured after June 15, 1976 and have a HUD seal showing compliance with federal standards.
  - (h) If a property owner seeks to replace an existing manufactured home on the same lot with another manufactured home, the proposed new manufactured home must be both newer and at least as large as the previous home in living space. The proposed new manufactured home must also comply with all other applicable standards (12.05.16).
- (5) Minor Home Occupations.
- (6) Open Space.
- (7) Temporary buildings for and during construction only.
- (8) Private and public childcare facilities.
- (9) Government facilities and uses.

### **Section 3. Lot Area and Width**

*Any newly created lots* for this area in this district shall be no less than 5,000 square feet and no lot width shall be less than 50 feet.

### **Section 4. Lot Coverage and Floor Area**

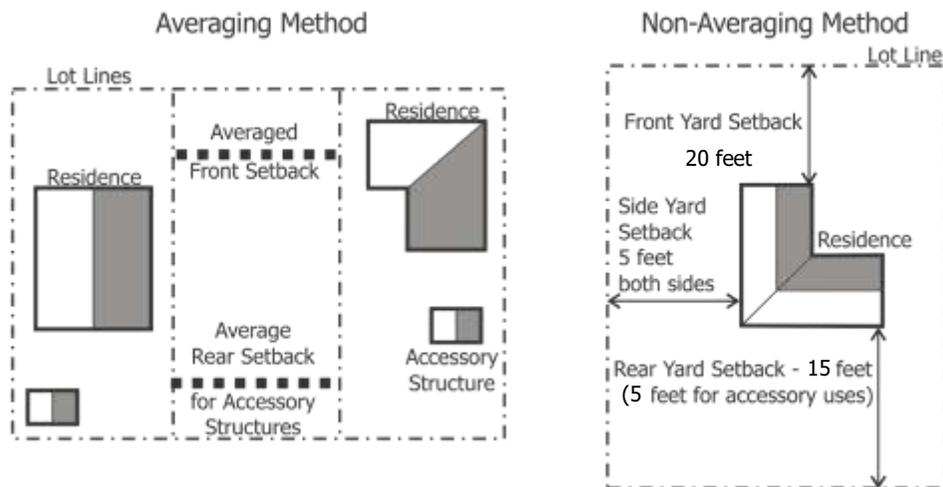
Not more than 50-percent of the lot area shall be occupied by the principal and accessory buildings. Each newly constructed dwelling, and each manufactured home shall have a minimum of 700 square feet of floor area.

### **Section 5. Property Line Setbacks**

The average of the existing setbacks of the lots on both sides and to the rear of the subject property will determine the property line setbacks. The following rules apply in calculating the average:

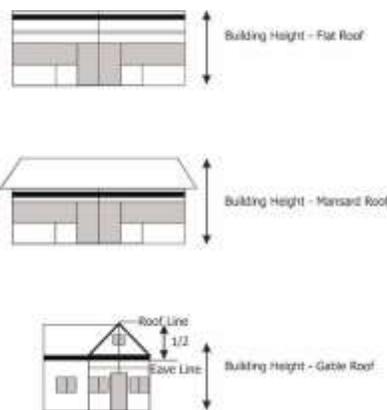
- (1) The setbacks used for the calculations must be for the same type of structure that is being averaged.

- (2) Only the setbacks on the lots that abut each side of the subject property and are on the same street may be used. The rear setbacks directly opposite the subject property are applicable to determine the rear setbacks. Setbacks across the street or along a different street are unacceptable (05.07.18).
- (i) The following minimum setbacks are required when the use of averaging method is not applicable:
- (a) Front *Setback*: 20 feet
  - (b) Rear *Setback*, principal structure: 15 feet
  - (c) Rear *Setback*, accessory structure: 5 feet
  - (d) Side *Setbacks*: 5 feet each side



**Section 6. Building Height**

Maximum building height in this district shall be 24 feet.



**Section 7. Off-Street Parking**

Off-street parking shall be provided.

**Section 8. Off-Street Loading**

*Reserved.*

**Section 9. Manufactured Home Installation Standards**

Manufactured homes will be installed as per the requirements set forth in Chapter Six of this Code.

**Section 10. Permitted Conditional Uses**

The following uses may be permitted as conditional uses in the R-5, Northside Residential District:

- (1) Bed and Breakfast Inn.
- (2) Duplexes.
- (3) Major Home Occupations.
- (4) Place of Worship.
- (5) Private and Public Schools, Junior High.
- (6) Private and Public Parks.
- (7) Private and Public Playgrounds.
- (8) Professional Offices.

# Mayor's Goals for Deer Lodge city council

## SHORT TERM - 2020

### 1. Law Enforcement re-consolidation

- Only by vote of the people of Deer Lodge and Powell County
- November ballot
  - Timeline?
  - County desires

### 2. Codification completed in 2020

- By professional firm
- Review fees

### 3. Continue and complete current projects for infrastructure improvement

### 4. Transparency of city government

- Share what are we doing? Use web page more.
- Share the capabilities and expertise we have in our employees
- Perhaps monthly news article 'Mayor's Musings' and/or monthly visit on radio??
- Invite/encourage attendance to council and committee meetings.

## MEDIUM -LONG TERM

### 1. Destination City

- Promote Chamber of Commerce
- Provide laws capable of tourism growth and activities

### 2. Create welcoming Business atmosphere

- Create industrial park
  - East of airport
- Federal grants Seek out long-term private investors
- Satisfactory infrastructure/ taxes/ fees

### 3. Incubator for startup businesses

- Encourage high school and young adults to start up their dream business
  - Work with PCHS
  - Alumni from PCHS