



PLANNING BOARD AGENDA

April 18, 2022 – 10AM | Council Chambers, City Hall

1. **Call meeting to order** | Pledge of Allegiance.
2. **Approval of Minutes:**
 - a. Regular Meeting: March 21, 2022
3. **Public Comment Non-Agenda Items** – Members of the audience may comment on any non-agenda item. State Statute prohibits the City Council from discussing any introduced item. The Council limits each person to three minutes to ensure there is sufficient time for all comments. The Council respects all comments and will have staff follow up any questions.
4. **Public Hearing:(s)**
 - a. None
5. **Reports:**
 - a. Economic Growth and Development:
 - b. Downtown Historic Preservation:
 - c. Chamber of Commerce:
6. **New Business:** - The Board accepts public comment at the end of each item.
 - a. Title 11: Zoning Amendments – Jordan
 - b. Commercial Lighting and Fencing Regulation Discussion – Jordan
7. **Continued Business:**
 - a. None
8. **Staff or Committee Comments:**
9. **Announcement of the next meeting:**
 - a. May 16, 2022, at 10AM. (if needed)
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
CAO | Jordan Green
jgreen@cityofdeerlodgemt.gov | 406.846.2238

CITY OF DEER LODGE

PLANNING BOARD MINUTES

March 21, 2022 – 10:00 AM | Council Chambers, City Hall.

Members Present:	Amber Brown, Dan Sager, Dick Bauman, Rick Buck, Rand Dickson, Kathy Bair & Amanda Cooley
Member Absent:	None
Mayor:	None
CAO:	Jordan Green
Council Member:	None
Staff:	Cyndi Thompson
Guests:	None

1. Call Meeting to Order | Pledge of Allegiance

Chairperson Brown called the meeting to order at 10:00AM, all present recited the Pledge of Allegiance.

2. Approval of Minutes

a. Regular Meeting – February 22, 2022

Member Dickson motioned to approve the minutes as presented. Member Bauman seconded the motion. 7 Ayes, 0 Nos. Motion passed.

3. Public Comment Non-Agenda Items:

a. None

4. Public Hearings:

a. None

5. Reports:

a. Economic Growth & Development – Dick Bauman

March 2nd - Reviewed committee goals. Discussed new zoning. Reviewed prelim designs for the billboard south of town. Committee discussed ways of making Deer Lodge a stop for hikers

off the CDT trail. Suggestions creating a bicycle access station on the trail. Revisited ideas mission statement for Economic Growth & Dev Committee & new Growth Policy.

b. Downtown Historic Preservation – Kathy Bair

Next meeting March 29th. Extended our contract for 2021/2022 funds. Signed and submitted the contract for 2022/2023. Working on grants. Moving forward with the DL Cemetery nomination to the national register.

c. Chamber of Commerce – Jordan Green

Did not attend last meeting. They may be looking at becoming a 501C3. They are discussing the Track and Field and getting a committee together. Writing a grant for a prelim engineer report, a fund-raising event will take place.

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

a. None

7. Continued Business:

a. Approve Growth Policy Request for Proposals – Jordan

Draft request for proposal was presented for the Growth Policy. The intent of the request for proposal is to follow the requirements in 76-1-601, MCA which is the same code that requires the Growth Policy to be looked at every 5-years. The project will be split into 3 phases. Phase 1 is a data gathering trend analysis. Phase 2 will be a public engagement. Phase 3 is the drafting and final submittal of the entire document. Completed project could take 12-18 months. Department of Commerce is willing to work with us on the time frame. Planning Committee involvement for each phase 1-2 members be on the Steering Committee for the Growth Policy update. Steering Committee would meet with the engineers before each phase and review the intended desires and get any feedback, desires, wishes from that steering committee. At the end of the phase, planning board and city council will review and approve each phase of the project. Delivery of the final document provided in the following format 10 hard copies with extendable maps and diagrams, digital and editable Word, and PDF document. Jordan will be the primary contact and consultant and the growth policy steering committee expected to consist of three members of the City Planning Board, one City Staff member, and a City Council member that will work with the consultant to guide the project.

CDBG requires the following notices: Notice of work opportunity for Disadvantaged Business Enterprise (DBE) Firms. This will encourage all eligible Disadvantaged Business Enterprise (DBE) Firms, according to the most recent listing provided by the Montana Department of Transportation, to offer bids on the project herein. Notice of section3: Economic Opportunities for low- and moderate-income persons.

Member Bauman suggested sending the current Growth Policy out to all members so they can have a chance to read. Jordan stated he will email that out to all members.

Members discussed adding to the Growth Policy Requirements, Vision, Branding, Tourism (region & nationwide), and Housing Trends.

Member Bauman motioned to approve Growth Policy Request for Proposals as amended. Member Sager seconded the motion. 7 Ayes, 0 Nos. Motion passed.

b. Goal discussion – Jordan

Reviewed six-month, one-year, long term goals were discussed from meeting on March 21st. Other items discussed rental house, multifamily units, old state hospital, rezoning. Member Bauman provided booklets of Lewiston’s old high school converted into 40 condominium unit. Mission Statements were discussed. No motion, discussion only.

- a. Six months goals
 - i. Discuss and write a Mission Statement for the Planning Board.
 - ii. Conduct as survey of all Businesses: what are their wants and needs. What has the City done right? Done wrong? Suggestions?
- b. One-year goals
 - i. Merge Mission Statements from Chamber of Commerce, Discover DL, SW MT Country, Powell County Museum of Arts and Grant Kohrs into one Mission Statement that reflects Deer Lodge.
 - ii. Actively seek information on an Industrial Park.
- c. Long term goals
 - i. Have a design in place for an Industrial Park.
 - ii. Recognize City Council’s role as an Economic Development facilitator.

8. Committee Comments or Concerns:

- a. Jordan updated the committee on the new skate park.

9. Announcement of the next meeting:

- a. April 18, 2022, at 10:00 AM (if needed)

10. Adjournment:

- a. The meeting was adjourned, by consensus at 11:46AM.

Prepared by Cyndi Thompson, City Clerk

Amber Brown, Chairperson

Date