



PLANNING BOARD AGENDA

May 15, 2023 – 10AM | Council Chambers, City Hall

1. **Call meeting to order** | Pledge of Allegiance.
2. **Approval of Minutes:**
 - a. Regular Meeting: April 17, 2023
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. 719 Maryland Rezoning
Action Item: Vote on Recommendation of Rezoning Request to City Council – Jordan
5. **Reports:**
 - a. Economic Growth and Development:
 - b. Downtown Historic Preservation:
 - c. Chamber of Commerce:
6. **Continued Business:** – The Board accepts public comment at the end of each item.
7. **New Business:**
 - a. Growth Policy Open House Questions – Jordan
8. **Staff or Committee Comments:**
9. **Announcement of the next meeting:**
 - a. Tuesday, June 20, 2023 at 10am (if needed) – **Monday, June 19th is a Employee Holiday.**
10. **Adjournment**

Planning Board Mission Statement:

The Planning Board works to protect the health, safety, and welfare of the community of Deer Lodge in a responsible and equitable way. It accomplishes this through the gathering of local input, the desire for community vibrancy, and the knowledge that our decision-making today supports the future of the community.

Note: A plan with no action remains nothing more than a plan!

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

PLANNING BOARD MINUTES

April 17, 2023 – 10:00 AM | Council Chambers, City Hall.

Members Present: Amber Brown, Dan Sager, Rand Dickson (left early), Amanda Cooley, Rick Buck, Dick Bauman, Kathy Bair

Member Absent: None

Mayor: Absent

CAO: Jordan Green

Council Member: None

Staff: Cyndi Thompson

Guests: See sign in sheet

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 – March 20, 2023

Member Bauman motioned to approve the minutes as presented. Member Dickson seconded the motion. 5 Ayes, 0 Nos, 2 Abstained. Motion passed.

3. Public Comment Non-Agenda Items:

a. None

4. Public Hearings:

a. None

5. Reports:

a. Economic Growth and Development:

Discussed Banners , no updates at this time. Discussed bringing in a MSU Extension

Community Development agent. We set a preliminary budget (\$3000.00) for materials for the

Painting the Town Project. Member Bauman suggested the EG&D committee budget support for the Powell County Museum Foundation. Jordan informed us about a city wide app (Living Local App) that the chamber is working on. It will be discussed at the next ED&G meeting.

b. Downtown Historic Preservation:

Discussed draft ordinance for Historic Preservation Commission to include in our Title 11 Zoning. Discussed Rob Worth nominations and the cemetery. Ghost signs there are 10 in town. Removed QR Codes off buildings.

c. Chamber of Commerce:

Discussed Puzzles, Pizzas & Pubs night, Headwaters Funding, and the Living Local App (approved by County).

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

a. None

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

a. Growth Policy Survey Results Review – Jordan and Great West Engineering

Jerry Grebenc, Senior Planner of Great West Engineering presented the DL Community Survey Results for Planning Board Discussion. Jordan provided a copy of the 5-Year Goals for other committees.

Discussion the following items:

- i. Goals, Objectives, Projects.
- ii. Branding of Deer Lodge
- iii. Market Sector Analysis - What store we want to see in town.
- iv. City Parks
- v. Senior Center
- vi. Retention
- vii. Decay on Main Street, Neighborhoods and Commercial Buildings
- viii. Public Hearings – What are the residents willing to do?
- ix. What has the City done?
- x. Community Development Position/Extension Agent

b. Next Steps for Growth Policy – Jordan and Great West Engineering

Meet Next meeting:

- i. Put together a short list of Opportunities & Issues – Discussion about concrete goals, objectives, and projects. Action Tiers!
- ii. Public Comments: Open House, hear what the community is willing to support.
- iii. Territorial Days be able to present documentation, have poster boards, etc.

c. Historic Preservation Commission Draft Ordinance – Jordan

Draft Ordinance presented that has been reviewed by Historic Preservation Commission. This represents ways we can incentivize Historic Preservation and downtown Main Street. This will provide incentives, building relationships for those who keep the historic care of our downtown.

Member Bauman motioned to approve as presented with recommendation to Council, and should Council approve, this goes to a Public Hearing. Member Cooley seconded the motion. 6 Ayes, 0 Nos, 1 Absent. Motion passed.

d. Storage Structure Zoning – Jordan

Garages, Commercial Storage Units, Personal Storage Units, that is not an accessory use, code states its only allowed in the Zoning code right now as Conditional Use in the R-2 Zoning District. Recommendation is to keep as a Conditional Use R-2 District and put them as a Conditional Use in the R-1 District. Put them as a Permitted Use in the B-2 Highway Business District, and to put it as a Conditional Use in the B-3 Business Commercial District.

Member Bauman asked about setbacks. Jordan replied, setbacks only apply to a structure over 200 sqft.

Member Colley motioned to add the R-1 Residential District for storage, storage structure zoning as Conditional Use, and add storage structure zoning and Allowed Use to the B-2 Highway Business District and Conditional Use in the B-3 Business Commercial District. Member Bauman seconded the motion. 6 Ayes, 0 Nos, 1 Absent. Motion passed.

This will go to Council for their consideration and if approved will move to a Public Hearing.

8. Committee Comments or Concerns:

- a. None

9. Announcement of the next meeting:

- a. Monday, May 15, 2023, at 10AM.

10. Adjournment:

- a. The meeting was adjourned by consensus at 12:02PM.

Prepared by Cyndi Thompson, City Clerk

Amber Brown, Chairperson

Date

REZONING STAFF REPORT

Jordan Green – May 15, 2023

Introduction –

Skylar and Nicole Woodruff submitted a Rezoning Application on March 20, 2023 to request a rezoning of their property at 714 Maryland Avenue in Deer Lodge from the R-1, Residential, Single Family, Low Density District to the B-3, Neighborhood Commercial District to accommodate the placement of a 2,000 square foot structure to be used as an office and storage for their business, and for personal use. Office structures are a permitted use in the B-3 District. Currently the property contains a storage unit structure that the applicants plan to continue to use. The property is located in the Clagett and Dixon Addition of Deer Lodge, Section 04, Township 07 North, Range 09 West, Block H, Lots 3-4. The property is surrounded by other residential uses. The property is identified on the map attached to this staff report.

Analysis of Application –

The analysis of this rezoning followed the requirements specified in Chapter 28 of the City of Deer Lodge Zoning Ordinance. The requirements and staff comments used in this analysis follow.

The zoning amendment is made in accordance with the Growth Policy

City Administration: City Administration feels that this rezoning is in accordance with the Growth Policy as it provides increased economic opportunity for a local small business. However, the Growth Policy speaks primarily to economic development in the downtown district, so the proposed rezoning is out of the scope of the Growth Policy.

The zoning amendment is designed to facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements

City Administration: There is no expected impact on the provision of transportation networks, water, sewerage, schools, parks, and other public requirements from the proposed rezoning. The proposed office and storage structure will not use additional water or sewer infrastructure than a typical single-family home. It will have no impact on schools, parks, and other public requirements. However, businesses do typically see a higher frequency of vehicles moving to and from the structure than a residence. However, since the proposed use will be simply office space for a few individuals and storage for equipment, no drastic impact is expected on transportation.

The zoning amendment considers the effect on motorized and non-motorized transportation systems

City Administration: Businesses do typically see a higher frequency of vehicles moving to and from the structure than a residence. However, since the proposed use will be simply office space for a few individuals and storage for equipment, no drastic impact is expected on transportation. Furthermore, the site has been historically used for commercial storage, and therefore already sees a somewhat higher amount of traffic and impact on motorized transportation systems. There is no anticipated impact on non-motorized transportation systems.

The zoning amendment considers the promotion of compatible urban growth

City Administration: The site is adjacent to a lot containing an existing storage structure, and the lot has historically contained a commercial storage unit structure. Therefore, it is compatible with nearby uses.

The zoning amendment is designed to promote public health, public safety, and the general welfare

City Administration: There is no impact on public health, public safety, and the general welfare expected from this proposed rezoning. However, the operation of a business, even one with no customers, has the potential to impact neighbors. Therefore, the applicants should make reasonable efforts to restrict noise and activity from business uses during non-work hours.

The zoning amendment considers the reasonable provision of adequate light and air

City Administration: There is no expected impact on the provision of adequate light and air on adjacent properties due to the proposed rezoning.

The zoning amendment conserves the value of buildings and encourages the most appropriate use of the land throughout the jurisdictional area

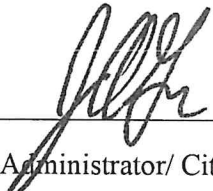
City Administration: The rezoning will have little to no impact on the value of adjacent buildings. It encourages an appropriate use of the land in the City.

The zoning amendment considers the character of the district and its peculiar suitability for particular uses

City Administration: While the site is in the proximity of other residential uses, the lot directly to the west contains an existing storage structure. Furthermore, the storage structure on lot has been historically operational as a nonconforming, grandfathered-in use. Therefore, staff feels that this rezoning considers the character of the district and its suitability for an office and storage use.

Recommendation –

Based on the above requirements, City Administration recommends the Planning Board recommend to City Council the rezoning of the subject property from the R-1 Residential, Single Family, Low Density District to the B-3, Neighborhood Commercial District to accommodate the placement of a 2,000 square foot structure to be used as an office and storage for their business, and for personal use.



Chief Administrator/ City Planner

5/15/23

Date



Attachment: Property Location

Economic Growth & Development Committee

APRIL 2023

Council Member John Henderson: April 17th - **Continued Business:** Main St. Banners – Jordan reported that the Chamber of Commerce is looking back at a previous grant that paid for the last banners in hopes of find a similar grant. **New Business:** Main Street Painting – Jordan will create an application; it was then decided to pay Ace and R&C directly for the paint purchase and then the Committee will work with the Chamber of Commerce on advertising the program. Murals Discussion – Jordan presented several photographic examples of murals created in other towns, he then presented 3 potential sites for the murals, 1. North side of Cutler Brother Theatre 2. South side of The Montana Made building and 3. The retaining wall in front to Les Schwab. The committee discussed hiring a professional artist to do the murals. Jordan will look for grants to fund this. Living Local App – Jordan reported that he sent color choices and Logo to the company. **Committee Comments or Concerns:** None. Next meeting is scheduled for May 3rd 2023, at 5:00 pm.

Historic Preservation

APRIL 2023

Council Member Curt Fjelstad: Discussed building permits and ghost signs.

Chamber of Commerce

APRIL 2023

Council Member John Henderson: Discussed Territorial Days, Pizzas, Puzzles, & Pubs night. Cancelled spring clean-up day. Discussed fundraising.