



**Board of Adjustments /Appeals Agenda  
January 28, 2021 3:00 P.M.  
Civic Center 2 Park Drive South, Great Falls, MT  
Planning and Community Development Conference Room,  
Civic Center**

UPDATES CONCERNING PROCESS OF MEETINGS Due to the COVID-19 health concerns, the format of the Board of Adjustments/Appeals meeting will be held in a virtual video-conferencing environment. In order to honor the Right of Participation and the Right to Know (Article II, Sections 8 and 9 of the Montana Constitution), the City of Great Falls and Planning Advisory Board/Zoning Commission are making every effort to meet the requirements of open meeting laws:

- Board of Adjustments/Appeals members and City staff will attend the meeting via a remote location, using a virtual meeting method.
- The agenda packet material is available on the City's website: <https://greatfallsmt.net/meetings>.
- Public comment will be taken during the meeting. Public participation is welcome in the following ways:
  - Attend in person. Refrain from attending in person if you are not feeling well. The City will require social distancing at the meeting, and may limit the number of persons in the Conference Room according to applicable health guidelines.
  - Provide public comments via email. Comments may be sent via email before 12:00 PM on Thursday, January 28, 2021, to: [jnygard@greatfallsmt.net](mailto:jnygard@greatfallsmt.net). Include the agenda item or agenda item number in the subject line, and include the name and address of the commenter. Written communication received by that time will be shared with the Board of Adjustments/Appeals and appropriate City staff for consideration during the agenda item and before final vote on the matter; and, will be so noted in the official record of the meeting.

**OPEN MEETING**

1. Call to Order - 3:00 P.M.
2. Roll Call - Board Introductions
  - Jule Stuver - Chair**
  - Krista Smith - Vice Chair**
  - Joe McMillen**
  - Aspen Northerner**
  - Christian Stone**
3. Recognition of Staff
4. Approval of Meeting Minutes - November 5, 2020

**CONFLICT DISCLOSURE/EX PARTE COMMUNICATIONS**

**BOARD ACTIONS REQUIRING PUBLIC HEARING**

**BOARD ACTIONS NOT REQUIRING PUBLIC HEARING**

5. Election of Officers for the 2021 calendar year

**COMMUNICATIONS**

6. Appeal of a City decision to deny a request for a fence encroachment in the public right of way at 1020 Valley View Drive

**PUBLIC COMMENT**

*Public Comment on any matter and that is within the jurisdiction of the Board of Adjustment/Appeals. Please keep your remarks to a maximum of five (5) minutes. Speak into the microphone, and state your name and address for the record.*

**ADJOURNMENT**

*(Please exit the chambers as quickly as possible. Chamber doors will be closed 5 minutes after adjournment of the meeting.)*

*Assistive listening devices are available for the hard of hearing, please arrive a few minutes early for set up, or contact the City Clerk's Office in advance at 455-8451. Wi-Fi is available during the meetings for viewing of the online meeting documents.*

*Board of Adjustment/Appeals meetings are televised on cable channel 190 and streamed live at <https://greatfallsmt.net>. Meetings are re-aired on cable channel 190 the following Friday morning at 10 a.m.*

**MINUTES OF THE MEETING  
GREAT FALLS BOARD OF ADJUSTMENT/APPEALS  
November 5, 2020**

**CALL TO ORDER**

The meeting of the Great Falls Board of Adjustment/Appeals was called to order by Chair Jule Stuver at 3:00 p.m. in the Commission Chambers, at the Civic Center, via Zoom.

**ROLL CALL & ATTENDANCE**

Great Falls Board of Adjustment/Appeals members present:

Mr. Jule Stuver, Chair  
Ms. Krista Smith, Vice Chair  
Ms. Aspen Northerner

Great Falls Board of Adjustment/Appeals members absent:

Mr. Joe McMillen

Planning Staff members present:

Mr. Craig Raymond, Director, Planning & Community Development

Others present:

Mr. Joseph Cik, Assistant City Attorney  
Ms. Lisa Kunz, City Clerk

Mr. Raymond affirmed a quorum of the Board was present.

**MINUTES**

Chair Stuver asked if there was a motion to approve the meeting minutes as stated for June 4, 2020. Ms. Smith moved to approve the minutes, seconded by Ms. Northerner. All in favor, the minutes were approved.

**CONFLICT DISCLOSURE/EX PARTE COMMUNICATIONS**

None

**BOARD ACTIONS NOT REQUIRING A PUBLIC HEARING**

**Recommendation of new Board of Adjustments/Appeals Member**

Mr. Raymond stated that with Mr. Palagi moving and Chair Stuver’s term ending, it is important to forward a recommendation for new members to the City Commission as soon as possible. There was an application that was submitted by Christian Stone, that the Board needs to review and the staff is looking for a recommendation that can be forwarded to the City Commission.

**OPPORTUNITY FOR BOARD MEMBERS TO ASK QUESTIONS**

Ms. Northerner asked if the application presented was the only application that was received. Mr. Raymond responded that so far, it was the only one. There are two spots available to replace. One for Mr. Palagi, who moved away, and the other for Chair Stuver, whose term is up. The City is still advertising for the second vacant position.

**BOARD DISCUSSION AND ACTION**

MOTION: That the Board of Adjustment approve the application of Christian Stone.

Made by: Ms. Northerner  
 Second: Ms. Smith

Ms. Smith stated that the applicant has a good background to be able to serve on the board and is willing to help.

VOTE: All in favor, the motion passed. 3-0 (Approval of the variance)

**PUBLIC COMMENT**

None

**COMMUNICATIONS**

None

**ADJOURNMENT**

There being no further business, Chair Stuver adjourned the meeting at 3:06 p.m.