



**AGENDA
CITY OF LAUREL
CITY/COUNTY PLANNING BOARD
WEDNESDAY, MAY 18, 2022
5:35 PM
CITY COUNCIL CHAMBERS**

Meeting called to order at 5:35 PM.

Roll Call:

Present:

Evan Bruce	Jon Klasna	Judy Goldsby (Chair)	Karen Courtney (Advisory)
Dan Koch	Gavin Williams	Roger Giese	

Absent:

Ron Benner

General Items

1. Approval of April 20, 2022, minutes.
Correction of Evan Bruce's name on page 3 of minutes.
Jon motioned to approve; Dan seconded
Judy stated the corrections needing to be made. Karen stated that she will make those changes.
Judy accepted motion to approve pending required changes.
Motion passes 6-0.

New Business

2. Beartooth Tax Sign Permit Application - 319 1st Avenue

Karen stated this is a nonilluminated building letters only. Sign does meet sign code requirements and Building Department recommends approval of sign permit.

Gavin motioned to approve; Evan seconded
Jon stated that he believed their sign was already up. Karen stated that this was a sign rebranding/refresh.
Motion passes 6-0

3. Chen's Express Sign Permit Application - 415 S. 1st Avenue Suite A

Karen presented the sign application, has been reviewed for compliance with sign code. Building department recommends approval of sign permit.

Jon asked if some were lighted and others not. Evan stated that it states that all signs will be illuminated.
Jon motioned to approve; Evan seconded
Motion passes 6-0

4. Chase Bank ATM Sign Permit Application - 415 S. 1st Avenue

Karen presented the sign application. Signing does meet the sign code requirements. Building Department recommends approval of sign permit.

Evan stated that it does not state whether it is illuminated or not. Karen stated that she believes just

the chase bank logo on top will be illuminated. Jon stated that he would assume they will have lighting over the kiosk for security. Karen stated that he is correct.

Gavin motioned to approve; Dan seconded
Motion passes 6-0

5. Public Hearing: Cassie Page Variance Request - 319 3rd Avenue

Judy stated that what was listed on the application and what was listed on Montana Cadastral was not matching. Asked Cassie for clarification. Cassie stated it is approximately 1900 Sq. ft on 2 levels. Judy asked what sq footage the main level was and if it had a full basement. Cassie did not have exact footage for main level and stated that the basement is only a partial basement She believed main floor is approximately 1000 sq ft. She stated that the upstairs has 3 bedrooms. Judy thanked her for the clarification.

Karen presented the history behind the variance request. Building department was contacted about the desire to do an addition onto the back portion of house. The house was built prior to the current setbacks that adopted, the addition that they were wanting would be in line with the existing house. This would be a 6' setback from side adjacent to street rather than the now required 20'. Therefore, Cassie came in and requested a variance from the required 20' setback. Building and planning departments have no issue with the addition as it is not affecting neighboring property, clear vision triangles or sight obstructions. Planning Department does recommend approval of this variance request. Karen did go over the 7 items outlined in LMC 17.60.020 – Land Use variances issuance and denial (attached to these minutes).

Judy called for Proponents.

Cassie Page – Would just like to add onto existing house, if required to meet the setbacks it would be in the middle of the yard, and they would be unable to add onto their home. Therefore, they are asking for approval of their request.

Judy called for any more proponents, second call for proponents. None heard.

Judy called for Opponents, second call for opponents, third call for opponents. None heard, public hearing closed.

Board discussion. Roger asked about the addition being 17' x 11' will this be a conventional 8' tall addition? Cassie stated that it will only be one story. Just wanting to add a closet and bathroom. Jon asked when they planned on starting. Cassie stated as soon as they are allowed.

Jon motioned to approve; Evan seconded.

Motion passes 6-0. Variance will move on to City Council.

6. Public Hearing: Your Pie Special Review - 102 S. 1st Avenue

Karen explained the correction of the address of the property, therefore explaining the difference on application and staff report. Karen presented the staff report concerning the Special review application.

Judy stated that there did not appear to be any representatives of Your Pie present to speak to. She does have a question about what appears to be a drive thru as part of their building plan? Karen stated that she had not seen any plans for how they plan on renovating the building. If the drive thru is kept it would not be a point to pick up alcohol. Karen's understanding is that the alcohol served is strictly on premises sale and consumption. Karen stated that if the drive thru

window was kept it would be for pizza order pick up.

Gavin stated that it does not appear that they will have that much seating space. Karen stated it did appear that they were planning on putting an awning on the front of the building, this may be for some additional outdoor seating. Again, there have been no building plans submitted at this time. At time of plan review it would be determined if the extension would be allowed or not. Judy asked if that would make a difference in the availability of alcohol, and would it be addressed then? Karen stated that it would not change anything as to the serving of alcohol. Dan stated that he believed that there was a code that determined the amount of parking spaces you would need based on the occupant load/capacity. How is this going to be addressed. It was discussed that there is a lot more parking in the back, plus the 10 spots up front. Karen did state that Kurt Markegard had been the person on contact with the owners, however he was unable to attend the meeting tonight. The parking would need to be addressed when building plans were submitted. Roger asked if any plans had been received yet? Karen stated that she has not seen any. Roger stated that with having no plans submitted and nobody present to speak on their behalf that it be denied at this time until more information is given.

Judy called for any proponents three times. None heard.

Judy called for any opponents three times. None Heard. Public hearing closed.

Judy asked for clarification that the special review that was before the board was only for the sell and consumption of alcohol on premises. Karen stated that yes it was only for the sell and consumption of alcohol on premises. Judy asked for any other discussion.

Gavin motioned to approve; Jon seconded.

Motion carries 5-1, Roger Giese opposed.

Old Business

Judy announced that Karen Courtney would be leaving the City's employ. Karen stated that it has been wonderful working with the Planning Board. Karen will be going to work for the State of Montana as a multi-discipline building inspector. Last day with the city will be May 27th.

Other Items

7. Next Meeting: June 15, 2022

Karen stated that Forrest had requested that she announce that there are two items on the agenda for the June 15th meeting. There will be an annexation and a 1 lot minor subdivision. Gavin stated he would not be able to attend the June meeting due to other commitment. Board asked about the subdivision and annexation. Karen stated the Beehive subdivision out past the T/A and old meat processing plant will be like what was proposed to lift ag restriction like Miller Minor. Annexation she believes is the Hull annexation which is over by where they are building across from library. Forrest is reviewing these items at this time but will be on next meeting agenda.

Question asked if any more applicants for planner position. Karen stated not that she is aware of at this time.

Announcements

8. Motion to adjourn

Gavin motioned to adjourn; Dan seconded. Meeting adjourned 6:10 PM.



