



**AGENDA
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, MARCH 03, 2026
6:30 PM
COUNCIL CHAMBERS**

Public Input: *Citizens may address the Council regarding any item of City business that is not on tonight's agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the Council will not take action on any item not on the agenda. Because of the Rules that govern public meetings, Council is not permitted to speak in response to any issue raised that is a non-Agenda item. The Mayor may provide factual information in response, with the intention that the matter may be addressed at a later meeting. In addition, City Council may request that a particular non-Agenda item be placed on an upcoming Agenda, for consideration. Citizens should not construe Council's "silence" on an issue as an opinion, one way or the other, regarding that non-Agenda matter. Council simply cannot debate an item that is not on the Agenda, and therefore, they must simply listen to the feedback given during public input. If a citizen would like to speak or comment regarding an item that is on tonight's agenda, we ask that you wait until the agenda item is presented to the Council by the Mayor and the public is asked to comment by the Mayor.*

Be advised, if a discussion item has an upcoming public hearing, we would request members of the public to reserve your comments until the public hearing. At the public hearing, the City Council will establish an official record that will include all of your comments, testimony, and written evidence.

General Items

Executive Review

- 1. Planning:** Resolution - Resolution Of City Council Approving Conditional Approval Of The Preliminary Plat Of Laurel Industrial Park 2nd Filing Subdivision.

Council Issues

- 2. Finance:** Discussion - Records Request Fees
- 3. Attorney:** Discussion - Emergency Ordinance Proposals

Other Items

Attendance at Upcoming Council Meeting

Announcements

The City makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing accommodation must notify the City Clerk's Office to make needed arrangements. To make your request known, please call 406-628-7431, Ext. 5100, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

File Attachments for Item:

1. Planning: Resolution - Resolution Of City Council Approving Conditional Approval Of The Preliminary Plat Of Laurel Industrial Park 2nd Filing Subdivision.

RESOLUTION NO. R26-_____

**RESOLUTION OF CITY COUNCIL APPROVING CONDITIONAL APPROVAL OF
THE PRELIMINARY PLAT OF LAUREL INDUSTRIAL PARK 2ND FILING
SUBDIVISION.**

WHEREAS, on December 4, 2026, Sanbell submitted a preliminary plat application for the Laurel Industrial Park Subdivision 2nd Filing;

WHEREAS, the property description is as follows:

General Location: Intersection East Railroad Street and South Washington Avenue. The property is located within the City of Laurel.

Legal Description: Lot -1 Block 1 Laurel Industrial Park NE¹/₄ Section 16, Township 2 South, Range 24 East, P.M.M.

WHEREAS, the proposed subdivision would create four new lots within the Laurel Highway Commercial Zoning District;

WHEREAS, the property is currently vacant and is located on the southwest corner of the intersection of East Railroad Street and South Washington Avenue;

WHEREAS, the project is being reviewed as a First Minor Subdivision because the parent tract existed on or before 2003, and the lot sizes and proposed use of the property post subdivision are consistent with the prevailing city zoning regulations;

WHEREAS, on September 10, 2025, a pre-application meeting was held to discuss the proposal;

WHEREAS, the preliminary plat application was submitted on December 5, 2025;

WHEREAS, Element Review was completed on December 12, 2025 and Sufficiency review was completed on January 6, 2026;

WHEREAS, the developer granted a 30-day extension to the review time on January 8, 2026;

WHEREAS, the preliminary plat review timeline expires on March 25, 2026;

WHEREAS, this matter was heard by the Laurel-Yellowstone Planning Board on February 18, 2026;

WHEREAS, the Planning Board made the following recommendations on Conditions of Approval:

1. To provide for the installation of private utilities, prior to final plat approval the applicant will coordinate with private utility providers for any needed easements and show them on the final plat as requested by the private utility companies.
2. To provide for proper addressing, prior to final plat approval the applicant will secure an address for each lot in the subdivision at the time of development.
3. That the extension of water, sewer, and storm water for each lot in the subdivision be reviewed and approved by the Montana Department of Environmental Quality.
4. Minor changes may be made to the SIA final documents, as requested by the Planning, Legal or Public Works Departments to clarify the documents and bring them into the standard acceptable format.
5. That the proposed alley be dedicated as a public right-of-way and constructed to the standards of the Public Works Standards of the City of Laurel.
6. That a professional engineer designs a sidewalk section along East Railroad Street that conforms to the City of Laurel Public Works Standards. The SIA shall require that when a lot in the subdivision is developed the sidewalk shall be installed in accordance with the approved design.
7. The final plat shall comply with all requirements of the Laurel – Yellowstone County Subdivision Regulations, the changes recommended by the various City and County Departments, and the laws and Administrative Rules of the State of Montana.

WHEREAS, Staff recommends that the City Council grant conditional approval of the preliminary plat of Laurel Industrial Park 2nd Filing Subdivision and adopt the Findings of Fact as presented in the staff report, consistent with the Planning Board’s recommendations.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, Montana, as follows:

1. Conditional approval of the of the preliminary plat of Laurel Industrial Park 2nd Filing Subdivision is hereby granted, and the Findings of Fact as presented in the staff report are hereby adopted, consistent with the Planning Board’s recommendations.

2. That the Conditions of Conditional Approval are as follows:
- a. To provide for the installation of private utilities, prior to final plat approval the applicant will coordinate with private utility providers for any needed easements and show them on the final plat as requested by the private utility companies.
 - b. To provide for proper addressing, prior to final plat approval the applicant will secure an address for each lot in the subdivision at the time of development.
 - c. That the extension of water, sewer, and storm water for each lot in the subdivision be reviewed and approved by the Montana Department of Environmental Quality.
 - d. Minor changes may be made to the SIA final documents, as requested by the Planning, Legal or Public Works Departments to clarify the documents and bring them into the standard acceptable format.
 - e. That the proposed alley be dedicated as a public right-of-way and constructed to the standards of the Public Works Standards of the City of Laurel.
 - f. That a professional engineer designs a sidewalk section along East Railroad Street that conforms to the City of Laurel Public Works Standards. The SIA shall require that when a lot in the subdivision is developed the sidewalk shall be installed in accordance with the approved design.
 - g. The final plat shall comply with all requirements of the Laurel – Yellowstone County Subdivision Regulations, the changes recommended by the various City and County Departments, and the laws and Administrative Rules of the State of Montana.

Introduced at a regular meeting of the City Council on the ____ day of March, 2026, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel the ____ day of March, 2026.

APPROVED by the Mayor the ____ day of March, 2026.

CITY OF LAUREL

Dave Waggoner, Mayor

ATTEST:

Kelly Strecker, Clerk-Treasurer

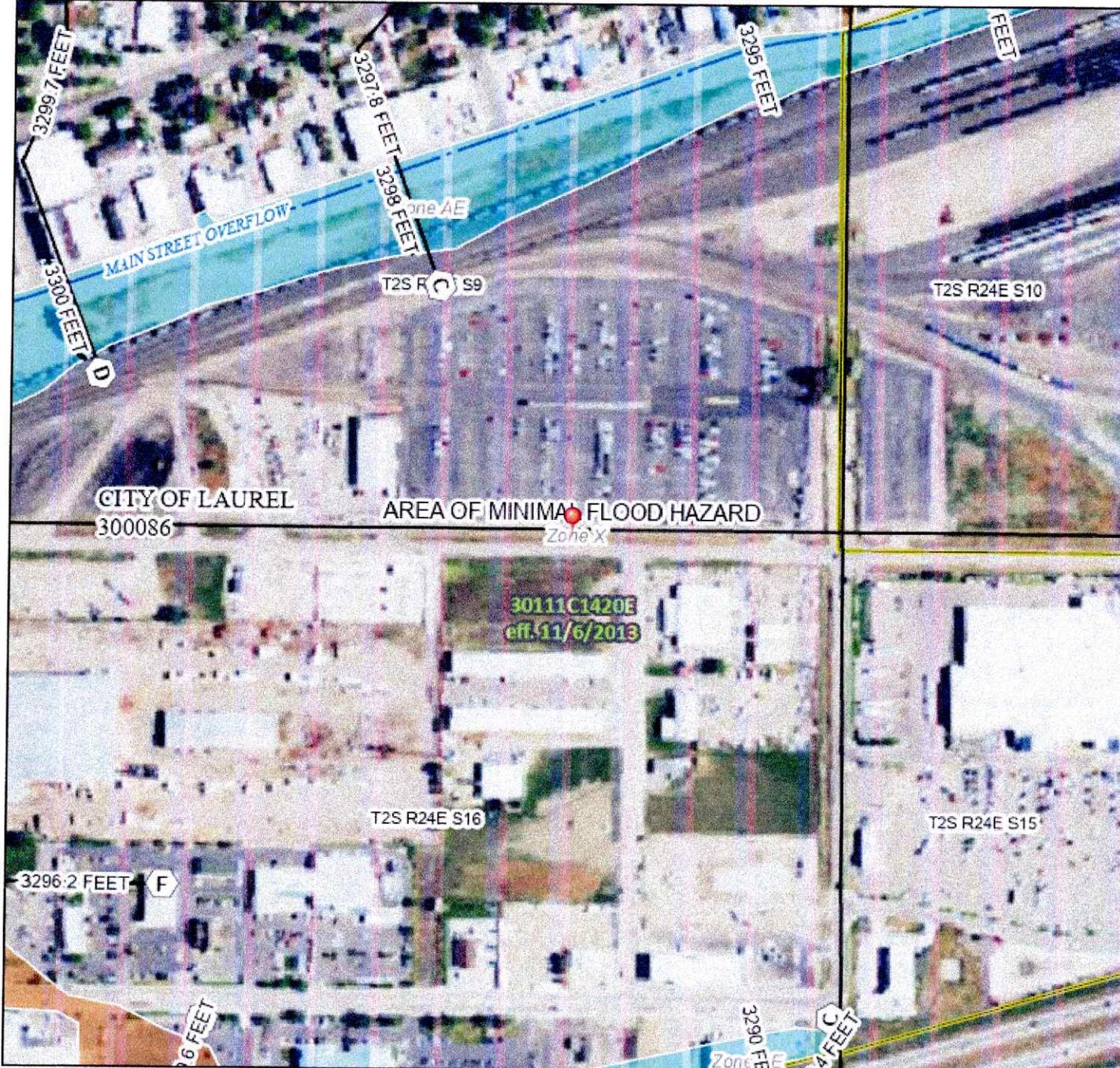
APPROVED AS TO FORM:

Michele L. Braukmann, Civil City Attorney

National Flood Hazard Layer FIRMette



108°46'8"W 45°40'19"N



Legend

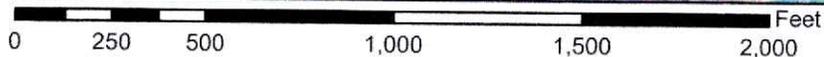
SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

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|------------------------------------|--|---|
| SPECIAL FLOOD HAZARD AREAS | | Without Base Flood Elevation (BFE)
Zone A, V, A99 |
| | | With BFE or Depth Zone AE, AO, AH, VE, AR |
| | | Regulatory Floodway |
| OTHER AREAS OF FLOOD HAZARD | | 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X |
| | | Future Conditions 1% Annual Chance Flood Hazard Zone X |
| | | Area with Reduced Flood Risk due to Levee. See Notes. Zone X |
| | | Area with Flood Risk due to Levee. Zone D |
| OTHER AREAS | | NO SCREEN Area of Minimal Flood Hazard Zone X |
| | | Effective LOMRs |
| | | Area of Undetermined Flood Hazard Zone D |
| GENERAL STRUCTURES | | Channel, Culvert, or Storm Sewer |
| | | Levee, Dike, or Floodwall |
| OTHER FEATURES | | 20.2 Cross Sections with 1% Annual Chance Water Surface Elevation |
| | | 17.5 Cross Sections with 1% Annual Chance Water Surface Elevation |
| | | Coastal Transect |
| | | Base Flood Elevation Line (BFE) |
| | | Limit of Study |
| | | Jurisdiction Boundary |
| | | Coastal Transect Baseline |
| | | Profile Baseline |
| | | Hydrographic Feature |
| MAP PANELS | | Digital Data Available |
| | | No Digital Data Available |
| | | Unmapped |
- The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 2/11/2026 at 3:25 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifier, FIRM panel number, and FIRM effective date. Map images unmapped and unmodernized areas cannot be used for regulatory purposes.



1:6,000

108°45'31"W 45°39'54"N

Basemap Imagery Source: USGS National Map 2023

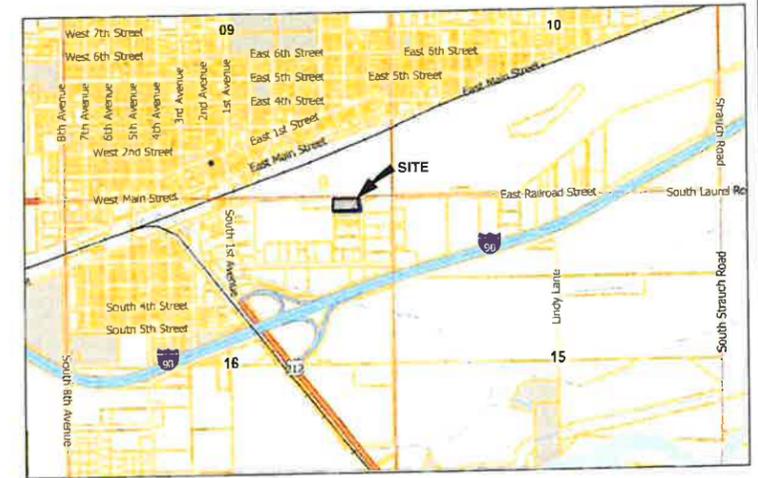
PRELIMINARY PLAT OF LAUREL INDUSTRIAL PARK SUBDIVISION, 2ND FILING

BEING LOT 1, BLOCK 1 OF LAUREL INDUSTRIAL PARK SUBDIVISION
SITUATED IN THE NE1/4 OF SECTION 16, T. 2 S., R. 24 E., P.M.M.
YELLOWSTONE COUNTY, MONTANA

PREPARED FOR OWNER/SUBDIVIDER: SOLBERG ENTERPRISES LLC.

PREPARED BY : **sanbell**

NOVEMBER, 2025
BILLINGS, MONTANA



VICINITY MAP
NOT TO SCALE

PLAT DATA

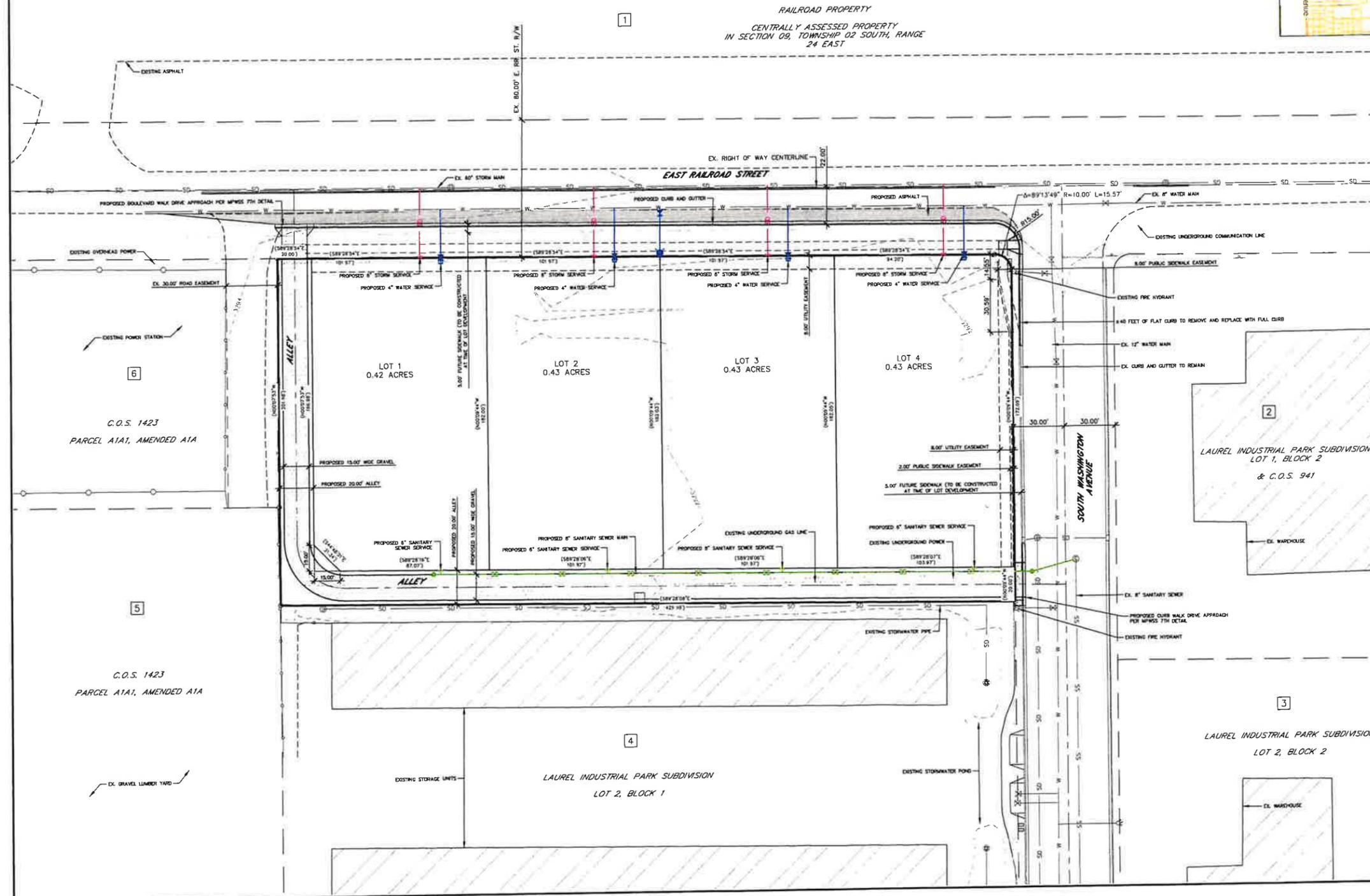
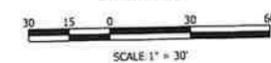
NUMBER OF PROPOSED LOTS	= 4
MAXIMUM LOT AREA	= 0.43 AC
MINIMUM LOT AREA	= 0.42 AC
AREA OF PARKLAND	= 0.00 AC
LINEAR FEET OF PROPOSED STREETS	= 0.00 AC
LINEAR FEET OF PROPOSED ALLEY	= 600
NET AREA OF SUBDIVISION	= 1.60 AC
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EXISTING ZONING	= HC
PROPOSED ZONING	= HC
EXISTING LAND USE	= UNDEVELOPED
PROPOSED LAND USE	= HC

ADJACENT OWNERS

- 1 BNSF RAILWAY CO
P.O. BOX 961089
FORT WORTH, TX 76161-0089
- 2 FIBER GLASS SYSTEMS LP
7909 PARKWOOD CIRCLE
LAUREL, MT 59044
- 3 ROBERT & LUANNE ENGH
1405 WILLOW DR
LAUREL, MT 59044-9543
- 4 CANYON CREEK STATIONS, LLC
204 S. WASHINGTON AVE UNIT A4
LAUREL, MT 59044-3331
- 5 FOX LUMBER SALES INC
P.O. BOX 1000
HAMILTON, MT 59840-1000
- 6 MONTANA POWER COMPANY
310 W 69TH ST
SIOUX FALLS, SD 57108-5613

ADJACENT ZONING

- 1 HEAVY INDUSTRIAL
- 2 LIGHT INDUSTRIAL
- 3 LIGHT INDUSTRIAL (NORTH ± HALF)
HIGHWAY COMMERCIAL (SOUTH ± HALF)
- 4 HIGHWAY COMMERCIAL
- 5 LIGHT INDUSTRIAL
- 6 LIGHT INDUSTRIAL





LETTER OF TRANSMITTAL

To: City of Laurel	Date: 12-04-25
Attn. Planning & Public Works Depts.	Project No: 04028.12
115 W 1 st St	Project: Laurel Industrial Park Sub. 2 nd Filing
Laurel, MT 59044	Reference: Preliminary Plat Application

By Mail
 By Email
 Delivered By Hand
 To Pick Up

Attachments:

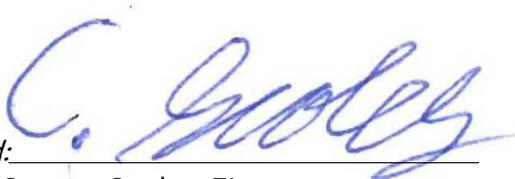
- | | | |
|--|---|--|
| <input type="checkbox"/> SID Pre-Creation Exhibits | <input type="checkbox"/> Contract Documents | <input type="checkbox"/> Prints |
| <input type="checkbox"/> Plans/Specifications | <input type="checkbox"/> Change Order | <input checked="" type="checkbox"/> Plat Submittal |
| <input type="checkbox"/> Shop Drawings | <input type="checkbox"/> Estimate | <input type="checkbox"/> Other |

MESSAGES:

Enclosed is the preliminary plat application for a proposed first minor subdivision within Laurel Industrial Park Subdivision. Two paper copies and one electronic copy have been provided. Please reach out to me if additional paper copies are needed, and they will be provided ASAP.

Please feel free to reach out to me at cscoles@sanbell.com or 406-869-3373 as needed.

Thank you,

Signed: 
 Connor Scoles, EI

LAUREL INDUSTRIAL PARK SUBDIVISION,

2ND FILING

Project #04028.12

Location - Laurel Montana



**Intelligent Infrastructure.
Enduring Communities.**

NOVEMBER 2025



APPENDIX E

Preliminary Plat Application

Subdivision Name: Laurel Industrial Park Subdivision, 2nd Filing

Date of Preapplication Meeting: 09/10/2025

Type: Major _____ First Minor Subsequent Minor _____

Tax Code: B02311

Location: Laurel, Montana

Legal Description: Lot 1, Block 1, Laurel Industrial Park Subdivision

¼ Section: NE ¼ Sec 16, Township: 02 South, Range: 24 East

General Location: Southwest of intersection of South Washington Avenue and East Railroad Street

Subdivider Information:

Name: Solberg Enterprises, LLC

Officers include Steve Solberg

Address: 500 SE 4th St. Laurel, MT 59044-3308

Telephone: 406-860-4004 E-mail: steves@laurelford.net

Owner Information:

Name: Steve Solberg

Address: 500 SE 4th St. Laurel, MT 59044-3308

Telephone: 406-860-4004 E-mail: steves@laurelford.net

Plat Data:

Gross Area: 1.99 Acres

Net Area: 1.64 Acres

Number of Lots: 4

Maximum Lot Size: 0.43 Acres

Minimum Lot Size: 0.42 Acres

Linear Feet of Streets: 0 feet (600 feet of alley)

Existing Zoning: Highway Commercial

Surrounding Zoning:

North: Heavy Industrial

South: Highway Commercial

East: Light Industrial

West: Light Industrial

Existing Land Use: Undeveloped

Proposed Land Use: Highway Commercial

Parkland Requirement:

Land: ___0___ Acres: ___0___

Cash: ___0___ Cash: \$ ___0___

No Parkland Requirements per MCA 76-3-621 and City of Laurel Code of Ordinances 16.10.070: "park land dedication may not be required" when "subdivision for parcels that are all nonresidential".

Variances Requested (list and attach Variance Request):

- 1.
- 2.
- 3.

Service Providers for Proposed Subdivision

Gas: Montana Dakota Utilities

Electric: Yellowstone Valley Electric Cooperative

Telephone: CenturyLink and Spectrum

School (Elementary, Middle, High): Laurel Elementary School, Laurel Intermediate School, Laurel Middle School, Laurel High School.

Irrigation District: Big Ditch

Cable Television: CenturyLink and Spectrum

List of Materials Submitted with Application

1. Preliminary Plat
2. Draft Subdivision Improvement Agreement
4. Fema Firmette Floodplain Map
5. A Geotechnical report

Agent Information

Name: Sanbell

Address: 1300 Transtech Way

Telephone: 406-869-3373

Title 16 - SUBDIVISIONS
APPENDIX E

I declare that I am the owner of record of the above-described property, and have examined all statements and information contained herein, and all attached exhibits, and to the best of my knowledge and belief, are true and correct.

Owner of Record Date

Owner Under Contract Date

The submission of a preliminary plat application constitutes a grant of permission by the subdivider to enter the subject property.

(Ord. 07-01 (part), 2007)

LAUREL INDUSTRIAL PARK SUBDIVISION, 2ND FILING

Project #04028.12

APPENDIX A PRELIMINARY PLAT

Intelligent Infrastructure.
Enduring Communities.



PRELIMINARY PLAT OF LAUREL INDUSTRIAL PARK SUBDIVISION, 2ND FILING

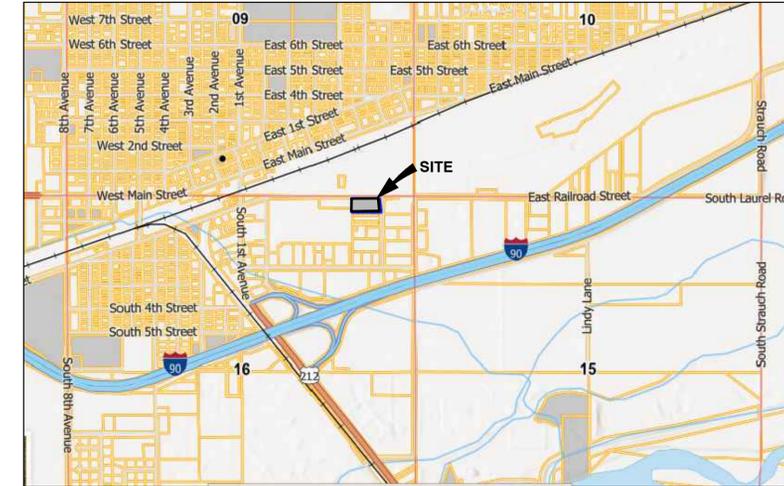
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PREPARED FOR OWNER/SUBDIVIDER: SOLBERG ENTERPRISES LLC.

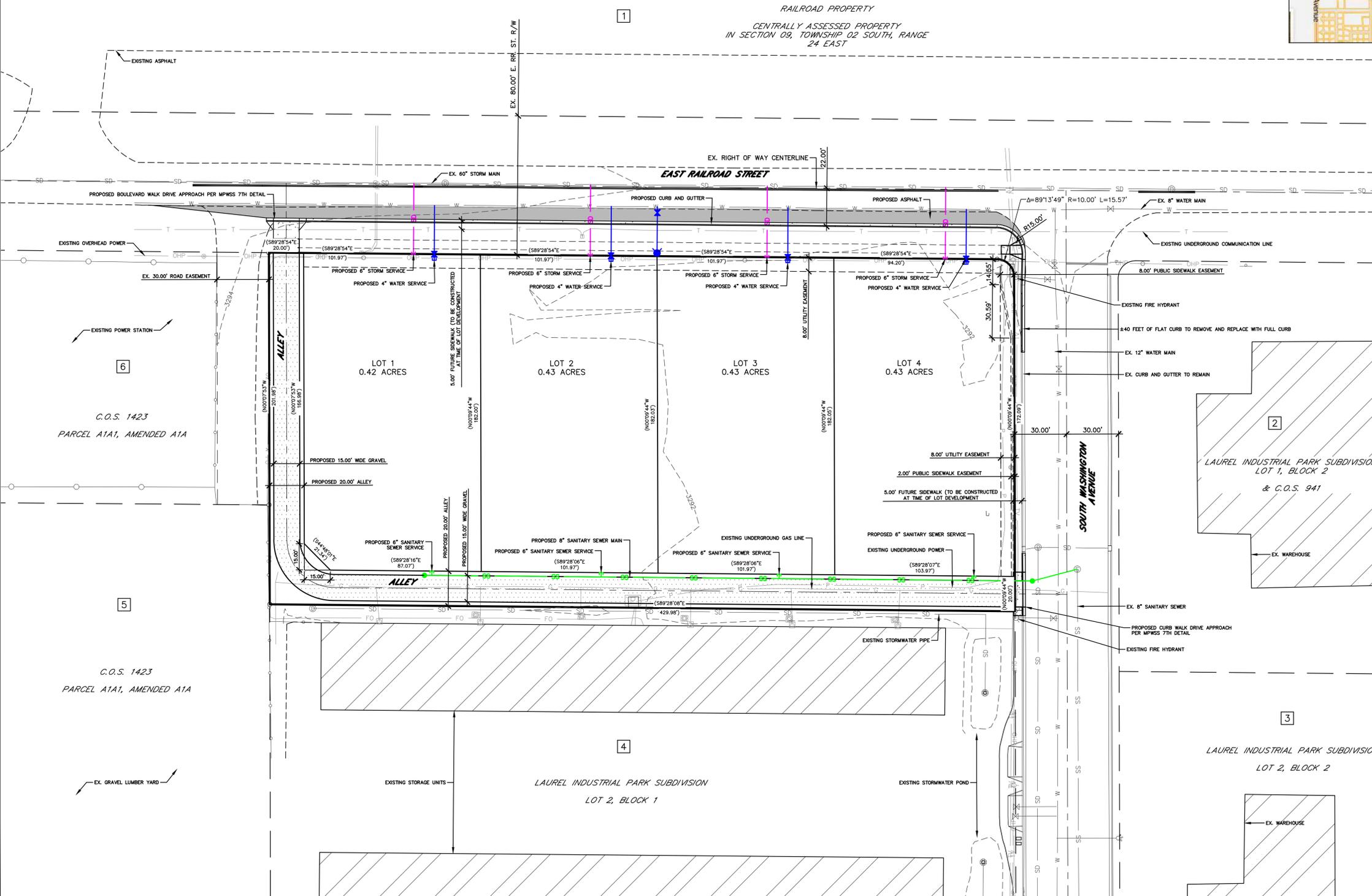
PREPARED BY : **sanbell**

NOVEMBER, 2025

BILLINGS, MONTANA



VICINITY MAP
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PLAT DATA

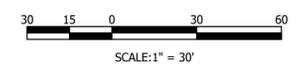
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- 3 ROBERT & LUANNE ENGH
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HAMILTON, MT 59840-1000
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ADJACENT ZONING

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- 2 LIGHT INDUSTRIAL
- 3 LIGHT INDUSTRIAL (NORTH ± HALF)
HIGHWAY COMMERCIAL (SOUTH ± HALF)
- 4 HIGHWAY COMMERCIAL
- 5 LIGHT INDUSTRIAL
- 6 LIGHT INDUSTRIAL



LAUREL INDUSTRIAL PARK SUBDIVISION, 2ND FILING

Project #04028.12

**APPENDIX B
SUBDIVISION IMPROVEMENT
AGREEMENT**

Intelligent Infrastructure.
Enduring Communities.



Subdivision Improvements Agreement

Laurel Industrial Park Subdivision, 2nd Filing

Table of Contents

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Return to:
Sanbell
1300 North Transtech Way
Billings, MT 59102

Subdivision Improvements Agreement

This agreement is made and entered into this _____ day of _____, 202___, by and between **Solberg Enterprises, L.L.C.**, whose address for the purpose of this agreement is 500 SE 4th Street Laurel, MT 59044, hereinafter referred to as "Subdivider," and the **CITY OF LAUREL or COUNTY OF YELLOWSTONE**, Montana, hereinafter referred to as "City/County."

WITNESSETH:

WHEREAS, at a regular meeting conducted on _____ day of _____, 202___, the City-County Planning Board recommended conditional approval of a preliminary plat of Laurel Industrial Park Subdivision, 2nd Filing; and

WHEREAS, at a regular meeting conducted on _____ day of _____, 202___, the City Council/County Commissioners conditionally approved a preliminary plat of Laurel Industrial Park Subdivision, 2nd Filing; and

WHEREAS, a Subdivision Improvements Agreement is required by the City/County prior to the approval of the final plat.

WHEREAS, the provisions of this agreement shall be effective and applicable to *Laurel Industrial Park Subdivision, 2nd Filing* upon the filing of the final plat thereof in the Office of the Clerk and Recorder of Yellowstone County, Montana. The Subdivision shall comply with all requirements of the City of Laurel Subdivision Regulations, the rules, regulations, policies, and resolutions of the City of Laurel, Yellowstone County, and the laws and administrative rules of the State of Montana.

THEREFORE, THE PARTIES TO THIS AGREEMENT, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, do hereby agree as follows:

I. VARIANCES

- A. Subdivider has requested, and the City/County hereby grants, the following variances from the strict interpretation of these Subdivision Regulations:
 - 1. None Requested

II. CONDITIONS THAT RUN WITH THE LAND

- A. Lot owners will be required to construct that segment of the required sidewalk that fronts their property at the time of lot development. Sidewalk is to meet construction standards outlined by City of Laurel Standards for Public Works Improvements, 2024.
- B. Lot owners should be aware that a geotechnical study has been completed for the property.
- C. No water rights have been transferred to the lot owners. No rights to waters from irrigation ditches exist for the property.
- D. There is attached hereto a Waiver waiving the right to protest the creation of the special improvement district or districts, which by this reference is expressly incorporated herein and made as much a part hereof as though fully and completely set forth herein at this point. The Waiver will be filed with the plat, shall run with the land, and shall constitute the guarantee by the Subdivider and property owner or owners of the developments described herein. Said Waiver is effective upon filing and is not conditioned on the completion of the conditions set forth in this Agreement. The Subdivider and owner specifically agree that they are waiving valuable rights and do so voluntarily.

III. TRANSPORTATION

- A. Streets

The subdivision fronts the existing East Railroad Street and South Washington Avenue. East Railroad Street has an existing 80-foot-wide right-of-way dedication along the subdivision frontage and is constructed to a paved width of 24 feet. South Washington Avenue has an existing 60-foot-wide right of way dedication and is constructed to a

paved width of 52 feet with curb and gutter along the subdivision frontage.

No further streets are proposed. A new alley is proposed.

- Proposed rights-of-way widths:
No changes to proposed East Railroad Street or South Washington Avenue right-of-way widths.

Alley right of way will have 20-foot width
- Proposed pavement widths and surface types:
East Railroad Street pavement will be widened to 22 feet from centerline of right of way to new back of curb along the subdivision frontage. No changes proposed to the existing width of South Washington Avenue along the subdivision frontage.

Alley to have a 15-foot-wide gravel surfacing. Alley to meet alley construction standards set by City of Laurel Standards for Public Works Improvements, 2024. All approaches to the alley from other rights of way to meet the construction standards set by the Montana Public Works Standard Specifications, 7th Edition.
- Curb and gutter design:

Curb and gutter is to be added to the pavement edge of East Railroad Street and South Washington Avenue that fronts the property in all locations where existing full curb and gutter is not already in place.

B. Sidewalks

Types of required sidewalk:

Lot owners will be required to construct that segment of the required sidewalk that fronts their property at the time of lot development. Sidewalk is to meet construction standards outlined by City of Laurel Standards for Public Works Improvements, 2024.

Location of required sidewalks:

Sidewalk is to be placed adjacent to the back of curb in South Washington Avenue, except for the north 45 feet of frontage in South Washington Avenue, where sidewalk is to transition to a boulevard walk

with a 6.5 feet boulevard to bypass an existing fire hydrant and electrical utilities.

Sidewalk is to be placed adjacent to a 5-foot-wide boulevard along the south side of East Railroad Street.

Widths and surface:

Sidewalks are to be 5 feet wide.

Other required sidewalk improvements:

Sidewalks shall be ADA compliant. Any detectable warning plates shall be cast iron truncated domes.

- C. Street Lighting
 - No Street Lighting is to be installed.
- D. Traffic Control Devices
 - No changes to existing traffic control devices are proposed.
- E. Access
 - Access locations are to be determined at the time of future lot development.
 - No restrictions are proposed to access.
- F. Bike or Pedestrian Trail Plans
 - No trails are proposed.
- G. Public Transit
 - No public transit services are proposed.

IV. EMERGENCY SERVICE

- Emergency access to be provided by the existing East Railroad Street and South Washington Avenue rights of way, and the proposed alley with widths and construction requirements described in section III of this agreement.
- Urban Wildland Interface Code requirements do not apply to the property.

V. STORM DRAINAGE

All drainage improvements shall comply with the provisions of the *City of Laurel Standards for Public Works 2024*, and a storm water management plan

shall be submitted to and approved by the City of Laurel Public Works Department.

- No existing stormwater detention facilities are on site. One six-inch storm sewer service shall be provided to each site from the existing 60-inch diameter existing storm drain main in East Railroad Street.
- Upon development, each lot owner shall construct stormwater improvements in compliance with Part 8 of the City of Laurel Standards for Public Works, 2024.

VI. UTILITIES

The SIA does not constitute an approval for extension of, or connection to, water mains and sanitary sewers. The property owner shall make application for extension/connection of water mains and sanitary sewers to the Public Works Department. The extension/connection of/to water mains and sanitary sewers is subject to the approval of the applications and the conditions of approval. Applications shall be submitted for processing prior to the start of any construction and prior to review and approval of any project plans and specifications. The appropriate water and wastewater hookup fees in effect shall be submitted with the applications.

Fees shall be paid for the lots as applied for in the extension application and as per the first paragraph above. The Developer/Owner acknowledges that the subdivision shall be subject to the applicable System Development Fees in effect at the time new water and/or sanitary sewer service connections are made. The design/installation of sanitary sewers and appurtenances, and water mains and appurtenances (fire hydrants, etc.) shall be in accordance with design standards, specifications, rules, regulations of and as approved by the City of Laurel Public Works Department, Fire Department, and the Montana Department of Environmental Quality.

A. Water

One new fire hydrant apparatus shall connect to the existing 8-inch water main in East Railroad Street. Four 4-inch diameter water services (one for each lot) are to connect to the existing 8-inch water main in East Railroad Street. A shutoff valve is to be constructed for each service where the service crosses the property line. All water improvements are to meet the City of Laurel Standards for Public Works Improvements, 2024.

B. Sanitary Sewer

Approximately 380 linear feet of 8-inch diameter sanitary sewer main shall be constructed in the new alley. Four new 6-inch diameter sanitary sewer services will be constructed from the main stubbed to the property line, one to each lot. All sanitary sewer improvements are to meet the City of Laurel Standards for Public Works Improvements, 2024.

C. Power, Telephone, Gas, and Cable Television

- Existing overhead power is in place within the property boundary along the north and east property lines.
- 8-foot-wide utility easements are provided along the north and east boundaries of the subdivision for existing and future utilities.

VII. PARKS/OPEN SPACE

- No Parkland Requirements per MCA 76-3-621 and City of Laurel Code of Ordinances 16.10.070: “park land dedication may not be required” when “subdivision for parcels that are all nonresidential”.
- No park improvements to be constructed.
- No park maintenance district to be formed.

VIII. IRRIGATION

- The development is in the Big Ditch irrigation district.
- No irrigation ditches are located on or adjacent to the property, so no mitigation efforts are required to protect irrigation ditches.
- There are no existing or proposed easements for irrigation ditches on the property.

IX. SOILS/GEOTECHNICAL STUDY

- A geotechnical study was completed for the site by Geoscience, PLLP on June 17, 2014.
- Specific foundation construction details and pavement sections are recommended in the geotechnical study.
- See the geotechnical study for details on recommended construction practices on site.

X. FINANCIAL GUARANTEES

Except as otherwise provided, Subdivider shall install and construct said required improvements with cash or by utilizing the mechanics of a special improvement district or private contracts secured by letters of credit or a letter of commitment to lend funds from a commercial lender. All engineering and legal work in connection with such improvements shall be paid by the contracting parties pursuant to said special improvement district or private contract, and the improvements shall be installed as approved by the Public Works and Public Utilities Department.

XI. LEGAL PROVISIONS

- A. Subdivider agrees to guarantee all public improvements for a period of one year from the date of final acceptance by the AGB.
- B. The owners of the properties involved in this proposed Subdivision by signature subscribed herein below agree, consent, and shall be bound by the provisions of this Agreement.
- C. The covenants, agreements, and all statements in this Agreement apply to and shall be binding on the heirs, personal representatives, successors and assigns of the respective parties.
- D. In the event it becomes necessary for either party to this Agreement to retain an attorney to enforce any of the terms or conditions of this Agreement or to give any notice required herein, then the prevailing party or the party giving notice shall be entitled to reasonable attorney fees and costs.
- E. Any amendments or modifications of this Agreement or any provisions herein shall be made in writing and executed in the same manner as this original document and shall after execution become a part of this Agreement.
- F. Subdivider shall comply with all applicable federal, state, and local statutes, ordinances, and administrative regulations during the performance and discharge of its obligations. Subdivider acknowledges and agrees that nothing contained herein shall relieve or exempt it from such compliance.

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

"SUBDIVIDER" *Solberg Enterprises, L.L.C.*

By: _____

Its: _____

STATE OF MONTANA)

: SS

County of Yellowstone)

On this day of, 2025, before me, a Notary Public in and for the State of Montana, personally appeared, Steve Solberg, officer of Solberg Enterprises, L.L.C., known to me to be the subdivider who executed the foregoing instrument and acknowledged to me that he/she executed the same.

Notary Public in and for the State of Montana

Printed Name: _____

Residing at: _____

My commission expires: _____

This agreement is hereby approved and accepted by the City/County, this ____ day of _____, 202__.

"CITY"

CITY OF LAUREL, MONTANA

By: _____

Mayor

Attest: _____

City Clerk

WAIVER OF RIGHT TO PROTEST

FOR VALUABLE CONSIDERATION, the undersigned, being the Subdivider and all of the owners of the hereinafter described real property, do hereby waive the right to protest the formation of one or more special improvement district(s) for street light maintenance and energy, and for the construction of streets, street widening, sidewalks, survey monuments, street name signs, curb and gutter, street lights, driveways, traffic signals, and traffic control devices, parks and park maintenance, trails, sanitary sewer lines, water lines, storm drains (either within or outside the area), and other improvements incident to the above which the City of Laurel or Yellowstone County may require.

This Waiver and Agreement is independent from all other agreements and is supported by sufficient independent consideration to which the undersigned are parties and shall run with the land and shall be binding upon the undersigned, their successors and assigns, and the same shall be recorded in the office of the County Clerk and Recorder of Yellowstone County, Montana.

The real property hereinabove mentioned is more particularly described as follows:

Laurel Industrial Park Subdivision, 2nd Filing

Signed and dated this _____ day of _____, 202__.

Subdivider/Owner

By: _____

Its: Officer for Solberg Enterprises, L.L.C.

STATE OF MONTANA)

: ss

County of Yellowstone)

On this _____ day of _____, 2025, before me, a Notary Public in and for the State of Montana, personally appeared Steve Solberg, known to me to be Officer for Solberg Enterprises, L.L.C., the person who executed the foregoing instrument and acknowledged to me that he/she executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.

Notary Public in and for the State of Montana

Printed name: _____

Residing in _____

My commission expires: _____

LAUREL INDUSTRIAL PARK SUBDIVISION, 2ND FILING

Project #04028.12

APPENDIX C FEMA FLOODPLAIN MAP

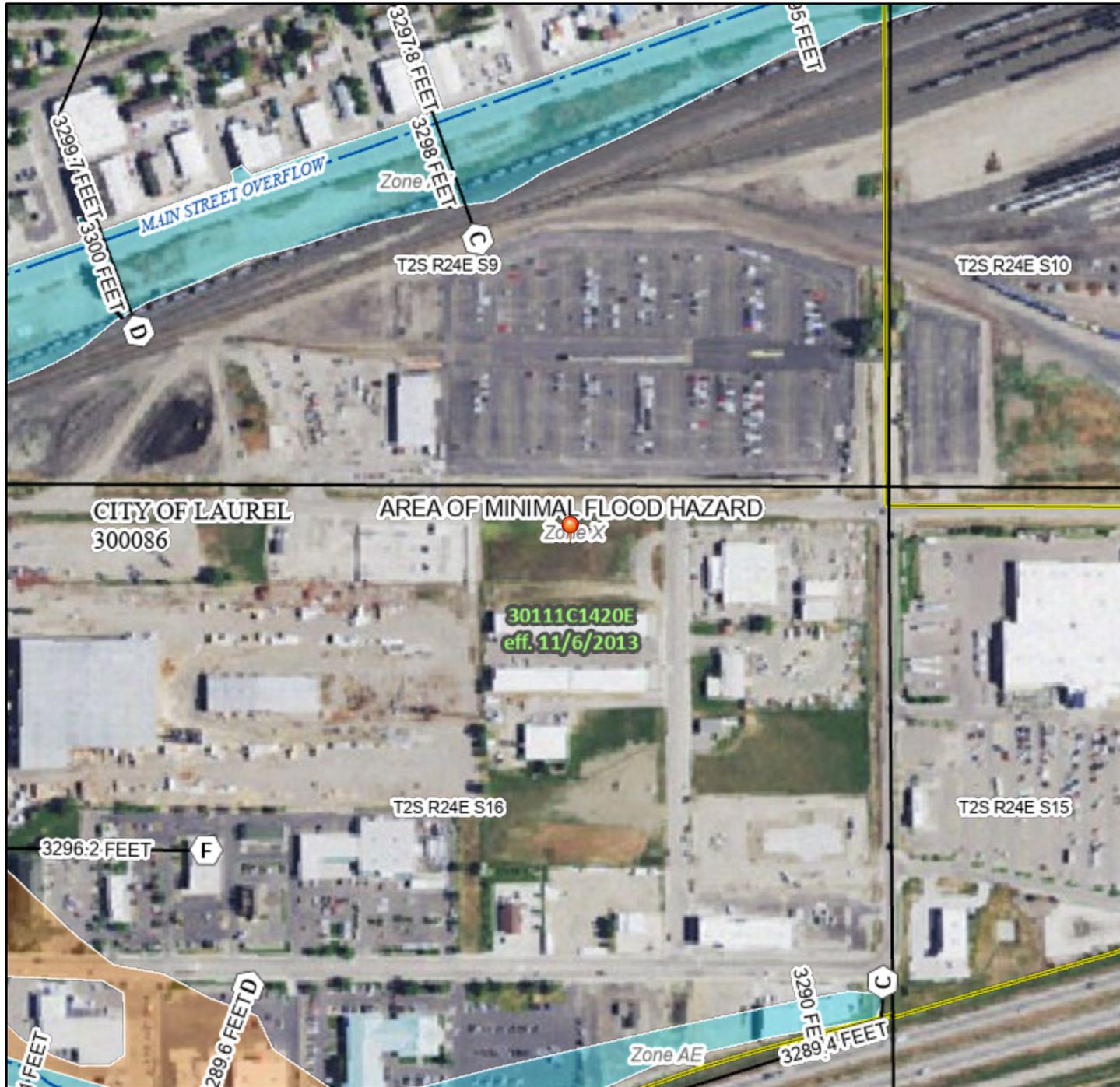
Intelligent Infrastructure.
Enduring Communities.



National Flood Hazard Layer FIRMMette



108°46'9"W 45°40'17"N



Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

- | | | |
|------------------------------------|--|---|
| SPECIAL FLOOD HAZARD AREAS | | Without Base Flood Elevation (BFE)
Zone A, V, A99 |
| | | With BFE or Depth Zone AE, AO, AH, VE, AR |
| | | Regulatory Floodway |
| OTHER AREAS OF FLOOD HAZARD | | 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X |
| | | Future Conditions 1% Annual Chance Flood Hazard Zone X |
| | | Area with Reduced Flood Risk due to Levee. See Notes. Zone X |
| | | Area with Flood Risk due to Levee Zone D |
| OTHER AREAS | | NO SCREEN Area of Minimal Flood Hazard Zone X |
| | | Effective LOMRs |
| GENERAL STRUCTURES | | Area of Undetermined Flood Hazard Zone D |
| | | Channel, Culvert, or Storm Sewer |
| OTHER FEATURES | | Levee, Dike, or Floodwall |
| | | 20.2 Cross Sections with 1% Annual Chance Water Surface Elevation |
| MAP PANELS | | 17.5 Water Surface Elevation |
| | | Coastal Transect |
| | | Base Flood Elevation Line (BFE) |
| | | Limit of Study |
| | | Jurisdiction Boundary |
| | | Coastal Transect Baseline |
| | | Profile Baseline |
| | | Hydrographic Feature |
| | | Digital Data Available |
| | | No Digital Data Available |
| | | Unmapped |



The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on **11/12/2025 at 9:52 PM** and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifier, FIRM panel number, and FIRM effective date. Map in unmapped and unmodernized areas cannot be used for regulatory purposes.

LAUREL INDUSTRIAL PARK SUBDIVISION, 2ND FILING

Project #04028.12

APPENDIX D
GEOTECHNICAL REPORT

Intelligent Infrastructure.
Enduring Communities.



GEOSCIENCE, PLLP

2728 GREGORY DRIVE NORTH

BILLINGS, MONTANA 59102

406.656.5028

WWW.GEOSCIENCEINC.NET

June 17, 2014

JKS, LLP

Attn: Mr. Jim Haar
1201 Fourth Ave. N.
Billings, MT 59101

**RE: GEOTECHNICAL STUDY; PROPOSED COMMERCIAL DEVELOPMENT,
LOTS 2, 3B, & 4 LAUREL INDUSTRIAL PARK SUBDIVISION, LAUREL,
MT**

Dear Mr. Haar:

We are pleased to present this geotechnical site investigation report for the proposed development on Lots 2, 3B, and 4 of Laurel Industrial Park Subdivision in Laurel, Montana. The report describes site conditions and presents conclusions and recommendations to support design and construction of foundation elements.

As building plans and design elevations are developed, we are available to discuss our recommendations and possible. If you have any questions about this report, or if we may provide other services, please contact us.

Best Regards,

GEOSCIENCE, PLLP



Greg S. Vick, PG



Jordan L. Grover, PE

Enc: Report

**GEOTECHNICAL INVESTIGATION REPORT
LOTS 2, 3B, & 4
LAUREL INDUSTRIAL PARK SUBDIVISION
LAUREL, MONTANA**

Prepared for:

**JKS, LLP
1201 Fourth Ave. N.
Billings, MT 59101**

Prepared by:

**GEOSCIENCE, PLLP
GEOTECHNICAL ENGINEERING & GEOLOGY
2728 GREGORY DRIVE NORTH
BILLINGS, MONTANA 59102**

June 17, 2014

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1.0 SUMMARY

GEOSCIENCE conducted a geotechnical site investigation for the proposed commercial development on Lots 2, 3B, and 4 of Laurel Industrial Park Subdivision in Laurel, Montana (the site).

The scope of services included subsurface exploration, field observations, material property testing, engineering analyses, and furnishing this geotechnical report. The purposes were to investigate soil, rock and groundwater conditions, evaluate soil-engineering properties, and provide recommendations to support design and construction of foundation elements.

The site is underlain by fine-grained alluvial soils (clay with lesser silt and fine sand), coarse-grained sandy gravel with cobble at depths of about 7 to 11 feet, and then shale bedrock at depth. Groundwater was encountered at about 8 to 9 feet during drilling. The upper clay soils appear relatively low in density and of moderate to high plasticity indicating the potential for shrink/swell and subsequent differential movement under foundations and slabs-on-grade.

Provided the structures are lightly loaded (2 klf or less for perimeter wall loads) and some differential movement is acceptable, foundation subgrade improvement consisting of over-excavation of 24 inches of native soil and placement of compacted structural fill may be used to help reduce the potential for differential movement. A woven fabric such as Propex 315ST or equivalent shall be placed at the native soil/structural fill interface.

Other options of foundation support may be considered based on foundation loading, required performance, and economics. If the anticipated foundation loads are increased or the tolerance of movement becomes less, the deeper sandy gravel with cobble or shale bedrock may be targeted for bearing. An economical comparison may be considered to compare excavation/replacement costs versus supporting the structures within the sandy gravel with cobble for low to moderate loads and shale for higher loads. This office is available to discuss options.

At grade flooring systems and slabs shall consider the potential for subgrade shrink/swell associated with moderately to highly plastic clay soils, such as encountered at the site. Slab design alternatives may include subgrade improvement by partial over-excavation and replacement, subgrade stabilization by cement or lime treatment, or designing floor systems as structural elements.

Final surface grading and building elevations shall be planned to maintain positive drainage around the structures and to help prevent surface water infiltration near foundations and slabs. Surface runoff from adjacent properties, particularly from the west, shall be controlled and directed away from structures.

Infiltration basins, if required, shall be located as far as practical away from building foundations. We suggest targeting the deeper sandy gravel with cobble for infiltration. Site constraints may limit the location of detention basins. Site designers should use their discretion in siting detention basins, but shall accept the risk to slabs, pavement, or foundations caused by infiltration and saturation of subgrade soils.

Control of water including landscape irrigation, rain gutter downspouts, buried water lines, and surface runoff is critical. Based on our experience, the following critical points regarding foundation construction and water management are emphasized. This report should be passed on to design professionals, building contractors, property managers, and future property owners so that they will be alerted to potential hazards discussed herein.

- If soils in the foundation excavations become wet or frozen during construction, the wet or frozen material must be removed.
- Excessive wetting during construction is a common cause of foundation distress. Excavated soils should be placed around the excavation to prevent storm runoff or other surface water from flowing into the excavation during construction.
- Exterior backfills must be compacted and sloped to drain away from structures. Runoff should be discharged away from the proposed and adjacent structures.
- Irrigation is strongly discouraged within 10 feet of the building. Over irrigation must be avoided. Underground irrigation systems should be pressure tested when installed and checked periodically for leaks.
- Runoff discharge detention basins are not recommended adjacent to or upgradient from foundations. A minimum separation of 50 feet is suggested between detention basins and foundations. Site constraints may limit the location of detention basins. Site designers should use their discretion in siting detention basins, but shall accept the risk of settlement caused by infiltration and saturation of soils below foundations.
- Buried rain gutter downspouts or buried extensions are not recommended unless the owner assures maintenance and performance of the buried pipes.
- If site grading fill exceeds 3 feet in height, this office shall be notified to re-evaluate our recommendations.

This report, including engineering analyses, recommendations, figures, and design details are exclusive to the above referenced site. Under no circumstances shall the figures be separated from the text and used independently. Recommendations in this report are not applicable to other construction sites. The above summary shall be considered an overview and does not constitute the entire report.

2.0 PROPOSED CONSTRUCTION

Preliminary plans indicate light duty commercial units will be constructed. Anticipated foundation loads are considered unknown at this time, but are likely on the order of 2 klf for continuous perimeter wall loads and 15 kips for isolated column loads. No basement or

habitable space below grade is planned. Paved parking areas are planned around the perimeter of the buildings. At the time of this report, excavation for foundations had not begun.

3.0 INVESTIGATION PROCEDURE

3.1 Field Investigation

Fieldwork consisted of site reconnaissance and drilling and sampling ten geotechnical soil borings. Approximate borehole locations are shown on Figure 1 in Appendix A. Subsurface logs are attached in Appendix B.

Soil type, thickness, consistency, and relative moisture content were observed and documented by an Engineering Geologist and Professional Engineer. Site conditions may be variable and actual soil conditions encountered in the foundation excavations may differ from those represented on the borehole logs.

4.0 SITE CONDITIONS

Soil, bedrock, and groundwater conditions are described below.

4.1 Soils and Material Testing

In general, the site is underlain by fine-grained alluvial soils (clay with lesser silt and fine sand), coarse-grained sandy gravel with cobble at depths of about 7 to 11 feet, and then shale bedrock at depth.

The fine-grained alluvium mostly consists of stratified deposits of lean to fat clay (CL, CH), with thin lenses of clayey to silty sand (SC, SM). The fine-grained soils are generally described as soft to medium stiff, brown, dry becoming moist or saturated, low to high plasticity, stratified, and moisture sensitive. Laboratory testing indicates Liquid Limits range from 37 to 46, Plastic Index of 21 to 31, with 90 to 100% passing the No. 200 sieve. Consolidation testing indicates the fine-grained soils are compressible under the anticipated foundation loads with moderate swell potential under lightly loaded footings and floor slabs. Laboratory test results are included in Appendix C.

Coarse-grained alluvium underlies the site at depths of about 7 to 11 feet below the ground surface. The coarse-grained alluvium consists of stratified deposits of poorly graded gravel and cobble with sand, classifying as GP under the USCS. The sandy gravel is generally gray, wet, medium dense to dense, and stratified.

4.2 Bedrock

Based on published geologic maps by Lopez, 2002, and Ross et al, 1965 the project site is underlain by bedrock of the Niobrara Shale formation. The shale is generally described as gray to dark gray, dry to slightly moist, weak, thinly bedded to laminated, and slightly to moderately weathered.

4.3 Groundwater

Groundwater was observed at depths of about 8 to 9 feet during the field investigation. Soil moisture conditions and groundwater levels, however, likely vary seasonally. Local flood irrigation and irrigation ditches near the site likely significantly influences groundwater levels. Temporary piezometers were installed and may be monitored as time allows.

Soil moisture conditions will likely fluctuate in response to seasonal precipitation, runoff, snowmelt, and irrigation. Additionally, concrete slab construction blocks air/soil moisture transfer in arid climates and subsequently increases soil moisture. Controlling moisture change of soils below structures is considered by some to be the most critical factor affecting foundation performance in the area.

Seasonal groundwater level variation has not been established by this office through long-term monitoring. Consequently, the client and owner should use caution when planning final elevations. Habitable space below grade is not recommended.

4.4 Earthquakes and Seismicity

The City of Laurel and vicinity are in an area of low seismic activity. Site ground accelerations from seismic activity were obtained from the U.S. Geological Survey 2008 data for probabilistic ground motions with a uniform likelihood of exceedance of 2% in 50 years. The ground motion values, in percent of gravity, for a “firm rock” site are:

Peak Ground Acceleration (PGA)	5.5% g
0.2 Second Period Spectral Acceleration (S_S)	12% g
1.0 Second Period Spectral Acceleration (S_1)	4.5% g

Site ground motion accelerations and a design response spectrum were derived in accordance with the general procedure defined in the 2009 International Building Code (IBC) and ASCE 7 – Minimum Design Loads for Buildings and Other Structures. The provisions of the building codes are intended to provide uniform levels of performance for structures, depending on their occupancy and use and the risk inherent to their failure.

The approach adopted in the building codes is intended to provide a uniform margin of safety against collapse at the *design* ground motion. The *design* earthquake ground motion is selected at a ground shaking level that is 2/3 of the *maximum considered earthquake* (MCE) ground motion. The MCE ground motion is defined with a uniform likelihood of exceedance of 2 percent in 50 years (a return period of about 2,500 years). The Site Ground Motion parameters are presented below and the Design Seismic Response Spectrum is shown on Figure 2 in Appendix A.

Earthquake Loads – Site Ground Motion and Design Response Spectrum 2009 International Building Code (IBC) Section 1613/ASCE 7 Section 9.0.

Mapped Maximum Considered Earthquake (MCE) Spectral Response Acceleration Parameters, Site Class B:

$$0.2\text{-Sec Period } (S_s) = 0.143 \qquad 1\text{-Sec Period } (S_1) = 0.055$$

Site Class Definition for Project: D – Stiff Soil – Site Class Definition

Site Coefficients and Adjusted MCE Spectral Response Acceleration Parameters:

$$S_{MS} = 0.228 \quad (F_a = 1.6) \qquad S_{M1} = 0.132 \quad (F_v = 2.4)$$

Design Spectral Response Acceleration Parameters:

$$S_{DS} = 0.152 \qquad (\text{Site Class D})$$

$$S_{D1} = 0.088 \qquad (\text{Site Class D})$$

5.0 ENGINEERING ANALYSES AND RECOMMENDATIONS

5.1 Foundations

Provided the structures are lightly loaded (2 klf or less for perimeter wall loads) and some differential movement is acceptable, foundation subgrade improvement consisting of over-excavation of 24 inches of native soil and placement of compacted structural fill may be used to help reduce the potential for differential movement. A woven fabric such as Propex 315ST or equivalent shall be placed at the native soil/structural fill interface.

Other options of foundation support may be considered based on foundation loading, required performance, and economics. If the anticipated foundation loads are increased or the tolerance of movement becomes less, the deeper sandy gravel with cobble or shale bedrock may be targeted for bearing. An economical comparison may be considered to compare excavation/replacement costs versus supporting the structures within the sandy gravel with cobble for low to moderate loads and shale for higher loads. This office is available to discuss options.

At grade flooring systems and slabs shall consider the potential for subgrade shrink/swell associated with moderately to highly plastic clay soils, such as encountered at the site. Slab design alternatives may include subgrade improvement by partial over-excavation and replacement, subgrade stabilization by cement or lime treatment, or designing floor systems as structural elements.

Final surface grading and building elevations shall be planned to maintain positive drainage around the structures and to help prevent surface water infiltration near foundations and slabs. Surface runoff from adjacent properties, particularly from the west, shall be controlled and directed away from structures.

Over the life of the structure, minor cracks in the foundation walls, floors, and sheetrock are normal and should not be a cause for concern. Foundation footings should be placed at or below the frost depth recommended by local codes (typically 42 inches). Also, wet or frozen material should be removed from beneath the footings and floor slabs prior to pouring concrete.

This office should observe the excavations and exposed subgrade prior to placement of footings or structural fill to verify our assumptions.

5.2 Over-Excavation and Engineered Fill

Shallow foundation loads up to 2,000 psf may be supported by over-excavating the in-place, native clay soil to a depth of 24-inches and then placing compacted granular structural fill back up to footing elevations.

Engineered fill may consist of compacted imported granular material, typically 1½-inch minus road-mix material. Structural fill shall be placed in lifts and compacted to foundation elevation. Suitable structural fill materials shall follow the recommendations in the Earthwork/Fill Materials Section of this report.

Construction observation and field density testing are required to verify fill placement and compaction. Site preparation and placement and compaction of structural fill should conform to the recommendations in the Earthwork/Compaction Section of this report.

5.3 Lateral Loads on Basement Walls

Lateral pressures were calculated for active, passive, and at-rest conditions assuming level soil backfill adjacent to the foundation (Bowles, 1996).

Table 1 Lateral Loads γK (equivalent fluid pressure)	
Static Condition Level Backfill	At Rest - 52 pcf Active - 40 pcf Passive - 275 pcf

5.3.1 Soil Friction Factor

Terzaghi, et al (1996), suggest a maximum value of 30 degrees for the friction angle along a concrete base in granular soils. Accordingly, a friction value of 0.58, which is the tangent of 30 degrees, is suggested. A friction factor of 0.50 is suggested to calculate soil friction for design of retaining walls in contact with any fine-grained soils in the subgrade. The friction value may be combined with the passive pressure to resist horizontal loads.

5.4 Earthwork

5.4.1 Site Clearing and Subgrade Preparation

All sod, topsoil, and loose debris shall be removed from the entire building footprint as well as the planned paved parking area. All exposed subgrade surfaces should be free of mounds and depressions which could prevent uniform compaction. If unexpected fills, organics, or obstructions are encountered during site clearing or excavation, such features should be removed and the excavation thoroughly cleaned prior to backfill placement and/or construction.

Subgrade surfaces beneath building foundations shall be scarified, moisture-conditioned to near optimum moisture content, and recompactd to at least 98% of maximum dry density as measured by ASTM D 698. If density tests indicate compaction is not being achieved, soil should be scarified or removed, moisture-conditioned to within ± 2 percent of optimum moisture content, and re-compactd and re-tested. A minimum 5 ton roller is required for preparation of subgrade surfaces. Field density testing is required.

Fill, footings or slabs should not be placed on frozen or wet subgrade. Organics should be removed and replaced with structural fill. All excavations shall be inspected prior to fill or concrete placement. This office is available to inspect excavations. Adequate notice is appreciated.

5.4.2 Excavation

Based on the soil conditions encountered, conventional earthmoving equipment should be capable of excavating site soils. All excavations should be approved by a representative of GEOSCIENCE prior to backfill placement.

All excavations must conform to OSHA *Standards for Excavations*, 29 CFR Part 1926.652 Appendix B to Subpart P. Based on field observations, the soils at the site are classified as Type C using OSHA classification system. Type C soils require excavation slope angles not to exceed 1½ H: 1 V (horizontal to vertical) for excavations exceeding 5 feet in depth.

5.4.3 Fill Materials

Structural fill from an offsite source should conform to the following requirements or be approved by the project Geotechnical Engineer. Generally, 1 ½-inch minus, crushed aggregate base meets the following specification.

Table 2 Granular Fill Recommendations	
Gradation	Percent finer by weight
3-inch	100
No. 4 Sieve	40-80
No. 200 Sieve	15 Maximum
Liquid Limit and Plastic Index = Non-plastic	

5.4.4 Fill Placement and Compaction

Structural fill placed beneath building foundations and floor slabs should be placed in maximum 9-inch loose lifts, moisture-conditioned to near optimum moisture content, and compacted to at least 98% of maximum dry density as measured by ASTM D 698. If density tests taken in the fill indicate compaction is not being achieved, fill should be scarified or removed, moisture-conditioned to within ±2 percent of optimum moisture content, and re-compacted and re-tested. No fill should be placed over frozen ground or in a frozen condition.

Field density testing is required for structural fill. Structural fill density testing is required at half of the structural fill height and at finished structural fill elevation.

Exterior foundation backfill and backfill below concrete slabs, driveways, sidewalks, and all other paving shall be compacted to a minimum 95% of maximum dry density as measured by ASTM D 698. It is important to keep all fills free of construction debris, organics, frozen lumps, and other deleterious materials. Fills should be observed during placement.

Additionally, exterior backfill should be over-constructed to maintain required grading if minor settlement/consolidation of the fill occurs. Care should be taken adjacent to “green” foundation concrete. Over compaction adjacent to “green” concrete may lead to foundation damage and cracking. Under no circumstances shall fill be placed using “hydro”-compaction methods. Excessive water may damage foundation elements.

5.5 Site Grading and Surface Water Control

Surface water should not be allowed to accumulate and infiltrate the soil near foundations. It must be controlled and directed away from the structures. Final surface grading and building elevations shall be planned to maintain positive drainage around the structure and to help prevent surface water infiltration near foundations and slabs.

Site grading is critical. A simple means of reducing moisture changes is to prevent surface water infiltration by sloping the ground away from the foundation. The recommended minimum slope within 10 feet of the building is 1 inch vertical for 1 foot horizontal. The sloped ground should be initially constructed at a greater slope to account for settlement/consolidation of exterior backfill. Within ten feet of the foundation, the upper 12 to 18 inches of backfill should consist of less permeable, compacted fine-grained soil (silts and clays). The area around the foundation should be inspected regularly by the property owner— particularly after a rainstorm – to determine if proper drainage away from the structure has been maintained.

Changes in site grading by landscapers or property owners have been a persistent and damaging problem. It is the property owner’s responsibility to control water and maintain the site to prevent infiltration near foundations. Additionally, it is the property owner’s responsibility to maintain rain gutter downspouts and buried sprinklers system conduits.

Roof drainage should include gutters, downspouts, extensions, and splash blocks. The downspouts should discharge at least 6 feet away from foundation walls and beyond any backfill zones.

Sprinklers should not spray closer than 10 feet from foundations and beyond backfill zones. Plantings near foundations should not trap surface runoff. Additionally, sidewalks or low-water consumption groundcover are recommended to further reduce the risk of water infiltration near the foundation walls.

Buried rain gutter discharge pipes are not recommended because of persistent, often undetected, seepage problems caused by clogging, crushing, and adverse grading of the pipes. Similarly, infiltration basins are not recommended adjacent to or upgradient of the structure or adjacent structures. If detention is required by statute, infiltration basins should be located down gradient and at least 50 feet from foundations. Site constraints may limit the location of detention basins. Site designers should use their discretion in siting detention basins, but shall accept the risk of settlement caused by infiltration and saturation of soils below foundations.

5.6 Foundation Drains

Habitable space below grade is not planned; as such, footing drains are not required by code.

5.7 Interior Slabs-On-Grade

A structural engineer should design interior slabs based on anticipated long-term and construction phase loading. Cracking and movement of slabs-on-grade is difficult to control and should be expected to occur with time. Cracking and movement may be the result of many factors such as concrete shrinkage and daily and seasonal variability in temperature and moisture and not necessarily the result of soil activity.

At grade flooring systems and slabs shall consider the potential for subgrade shrink/swell associated with moderately to highly plastic clay soils such as encountered at the site. Slab design alternatives may include subgrade improvement by partial over-excavation and replacement with granular fill, subgrade stabilization by cement or lime treatment, or designing the floor system as structural elements.

If floor coverings or coatings less permeable than the concrete slab will be used, or if moisture is a concern, we recommend a vapor retarder be placed beneath the slab. Some coverings, coatings or situations may require a vapor *barrier*, i.e., a membrane with a permeance less than 0.3 perms. Flooring installation should be consistent with the flooring manufacturer's recommendations for subsoil and slab construction and moisture testing prior to installation. A durable membrane such as *Stego Wrap* (Stego Industries, LLC) may be used. Such products should be installed according to the manufacturer's recommendations. Installation of a vapor barrier/retarder may increase the tendency for slab curling.

5.8 Exterior Slabs-On-Grade

Exterior concrete flatwork often moves in response to changes in temperature and soil moisture, or freeze/thaw cycles. Over-excavation and replacement of 12 inches of subgrade soil with granular fill may reduce the tendency of the slabs to move. Granular materials placed below slabs should be graded to drain. Steel reinforcement requirements shall be designed by the structural engineer based on anticipated long-term and construction phase loading as well as subgrade variability and curling tolerances.

Exterior columns should not bear on exterior slabs or un-compacted fill to help reduce slab movement being transferred to the structure.

5.9 Other Considerations

Footings, slabs, and foundation and retaining walls should be reinforced to resist differential movement. A structural engineer should specify reinforcement.

Water, sewer, and sprinkler lines should be pressure tested before backfilling and periodically after installation.

Type II Portland Cement with maximum water to cement ratio of 0.45 is recommended for all project concrete. All foundations and wall concrete should be designed and reinforced according to the recommendations of the project Structural Engineer.

5.10 Winter Construction

Subgrade soils and fill should be protected against frost. No concrete or structural fill shall be placed against frozen ground or contain frozen materials such as snow or ice. It is the contractor's responsibility to take adequate precautions to prevent damage from frost heave or frozen subgrade. Insulating or warming blankets are recommended to protect subgrade soils when temperatures are near or below freezing.

5.11 Construction Observations

A representative of this office should observe the foundation excavation and placement and compaction of structural fill recommended in this report. Recommendations in this report are contingent upon our involvement. If any unexpected soils or conditions are revealed during construction, this office should be notified immediately to survey the conditions and make necessary modifications.

6.0 PAVEMENT RECOMMENDATIONS

Design criteria are based on test hole observations and field classification of soil types. Design methodologies are consistent with methods suggested in Chapter 4 Low-Volume Road Design of the *AASHTO Guide for Design of Pavement Structures, (1993)*.

No traffic level data is available. Traffic levels are assumed to be low as inferred from the type and size of commercial buildings (assisted living facility) and city streets.

In general, subgrade soils encountered at the site include silty sand, sandy silt, sandy clay soils. Sod and uncontrolled fill encountered in the boreholes appears to be on the order of 0.5 to 1.5 feet thick. Fill thicknesses may vary across the site.

These soils are generally considered to be poor subgrade materials. California Bearing Ratio (CBR) values are estimated to be on the order of about 2 to 3. This value is considered to be poor strength for pavement subgrade.

The pavement section was developed based on the following design assumptions and our experience with similar projects and soil conditions. Projections for 18-kip equivalent single axle loads (ESAL) were not provided by the client. If the proposed project, traffic loading or design parameters differ from that assumed, this office shall be notified to re-evaluate our recommendations.

US Climate Region – VI
 Reliability – 75 %
 Traffic Level – Low
 Performance Period – 20 years
 Subgrade Quality – Poor (Estimated CBR = 3)
 Pavement sections are based on an estimated structural number of 2.9.

Recommended pavement section is presented in the following table:

Table 3 Flexible Pavement and Aggregate Design Options			
Road Surface	Asphalt Concrete Thickness (inches)	Aggregate Base Course (inches)	Total Section Thickness (inches)
Low Volume Flexible Pavement	3	12	15

6.1.1 Roadway Site Clearing and Subgrade Preparation

Site preparation should consist of stripping the existing asphalt, concrete, vegetation, loose surficial materials, and debris from the proposed parking areas. All exposed subgrade surfaces should be free of mounds and depressions which could prevent uniform compaction. If man-placed fills or obstructions are encountered during site clearing or grading, such features should be removed and the excavation thoroughly cleaned prior to placement fill.

All exposed soils that will receive crushed aggregate base materials should be scarified to a minimum depth of 9 inches, conditioned to near optimum moisture content, and re-compacted to at least 95% of maximum dry density, as determined by ASTM D 698. Re-compacted subgrade surfaces shall then be proof-rolled with a loaded tandem-axle haul truck. A representative of this office shall observe and approve proof-rolling.

Areas that are observed to show excessive rutting, pumping, or are otherwise considered unstable during proof-rolling shall be excavated to a depth determined in the field and replaced with compacted gravel. Exceedingly soft or failed areas of subgrade may require placement of a geogrid or woven geotextile in addition to the clean compacted gravel to stabilize the subgrade. Crushed aggregate base may then be placed on the approved subgrade surface.

Subgrade and crushed aggregate base should be graded to drain. Saturation of base materials will substantially reduce the pavement life expectancy. Additionally, a collection system with proper grading should be incorporated into roadway design to collect and convey surface water and prevent accumulation and ponding.

6.1.2 Roadway Fill Materials

Untreated crushed aggregate base should conform to the following grading requirements or be approved by the project Geotechnical Engineer:

Table 4 Crushed Aggregate Base Specification	
Sieve Size (inch)	Percent finer by weight
1-1/2	95-100
3/4	70-89
3/8	50-70
No. 4	35-58
No. 40	9-30
No. 200	0-8
Liquid Limit/Plasticity Index	Non-Plastic

The crushed aggregate base course material should not contain more than 30% recycled asphalt pavement (RAP).

6.1.3 Roadway Fill Placement and Compaction

Fill material should be moisture-conditioned to near optimum moisture content and compacted to at least 95% of maximum dry density, as measured by ASTM D 698. If density tests taken in the fill indicate compaction is not being achieved, fill should be scarified or removed, moisture-conditioned to within ± 2 percent of optimum moisture content, and re-compacted and re-tested. No fill should be placed over frozen ground.

Additional work such as over-excavation and replacement with compacted gravel or placement of geogrid/geotextile resulting from poor construction practices, failure to control surface water, or excessive or repeated use of heavy construction equipment are not the responsibility of Owner/Client or GEOSCIENCE. Haul routes and heavy vehicle traffic shall be spread out across the site to help prevent “failed” subgrade areas. It is the contractor’s responsibility to maintain site drainage during construction.

6.1.4 High Traffic Areas

In areas subject to heavy repetitive vehicle loading, such as loading/delivery docks, approaches, or dumpster loading sites, a Portland Cement Concrete (PCC) pavement is recommended. The section should consist of a minimum of 6-inches of crushed base and a 6-inch thick PCC pavement.

Portland cement concrete mix design and material specifications should be in accordance with, or equivalent to, requirements of the AASHTO *Guide Specifications for Highway Construction* and the *Standard Specifications for Transportation Materials*.

6.1.5 Hot Mix Bituminous Asphalt

Asphalt concrete should conform to approved mix designs and meet MPW and the City of Billings Modifications for placement and compaction.

7.0 LIMITATIONS

The conclusions and recommendations presented in this report assume that site conditions are not substantially different than those exposed by the test holes. If subsurface conditions different from those encountered in the test holes are observed or appear to be present during construction, GEOSCIENCE, PLLP should be advised so that we can review those conditions and reconsider our recommendations where necessary. In addition, we should review any foundation plans for the project to determine if the recommendations presented have been followed.

If there is a substantial lapse of time between submission of this report and the start of work at the site (two years from the date of issuance) and/or conditions have changed due to natural causes or construction operations at or near the site, it is recommended that this report be reviewed to determine the applicability of the conclusions and recommendations.

This report was prepared for use by the client and their representatives. It should be made available to prospective contractors for information on factual data only and not as a warranty of subsurface conditions. This report should be passed on to design professionals, contractors, and future property owners to alert them to the risks associated with water and other hazards.

It is customary for the consultant that provides design recommendations to be retained to provide observation and related services during construction. If GEOSCIENCE, PLLP is not retained to provide continuing services, you agree to hold harmless from all claims, losses, and expenses arising out of any interpretation, clarifications, substitutions, or modifications of our work provided to you or others. If GEOSCIENCE, PLLP is retained to provide observations and related services during construction, our services will not in any way have any right to control the work, stop the job, supervise or coordinate subcontractors, direct the contractor's means, methods, techniques, sequences or procedures of construction, and safety precautions and programs.

This report has been prepared for the exclusive use of our client, as referenced in the cover letter and cover page of this report. All information contained in this report as well as any future written documents, that may address comments or questions regarding this report, constitute the "entire report". GEOSCIENCE, PLLP's opinions, conclusions, and recommendations are based on the entire report. This report may be insufficient for other applications or other clients, other than those described herein. The entire report shall not be transferred to other clients or used for other purposes without the written consent and permission of GEOSCIENCE, PLLP.

Long term monitoring of groundwater levels was not included as part of this scope of services. Groundwater levels may change due to seasonal precipitation, irrigations, changes in land use and other factors. Evaluation of these influences or prediction of future groundwater levels is outside of this scope of services.

These services have been performed in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in this area under similar conditions. No warranty is made or implied.

This report, including engineering analyses, recommendations, figures, and design details are exclusive to the above referenced site. Under no circumstances shall the figures be separated from the text and used independently. Recommendations in this report are not applicable to other construction sites.

8.0 REFERENCES

Bowles, J.E., 1996, Foundation Analysis and Design, 5th Ed.: McGraw-Hill.

Lopez, D. A., 2002, Geologic Map of the Billings Area, Yellowstone County Montana; Montana Bureau of Mines and Geology, Geologic Map Series No. 61-A.

Terzaghi, K., Peck, R.B., and Mesri, G., 1996, Soil Mechanics in Engineering Practice, 3rd Edition, John Wiley and Sons, Inc.

APPENDIX A

Figures

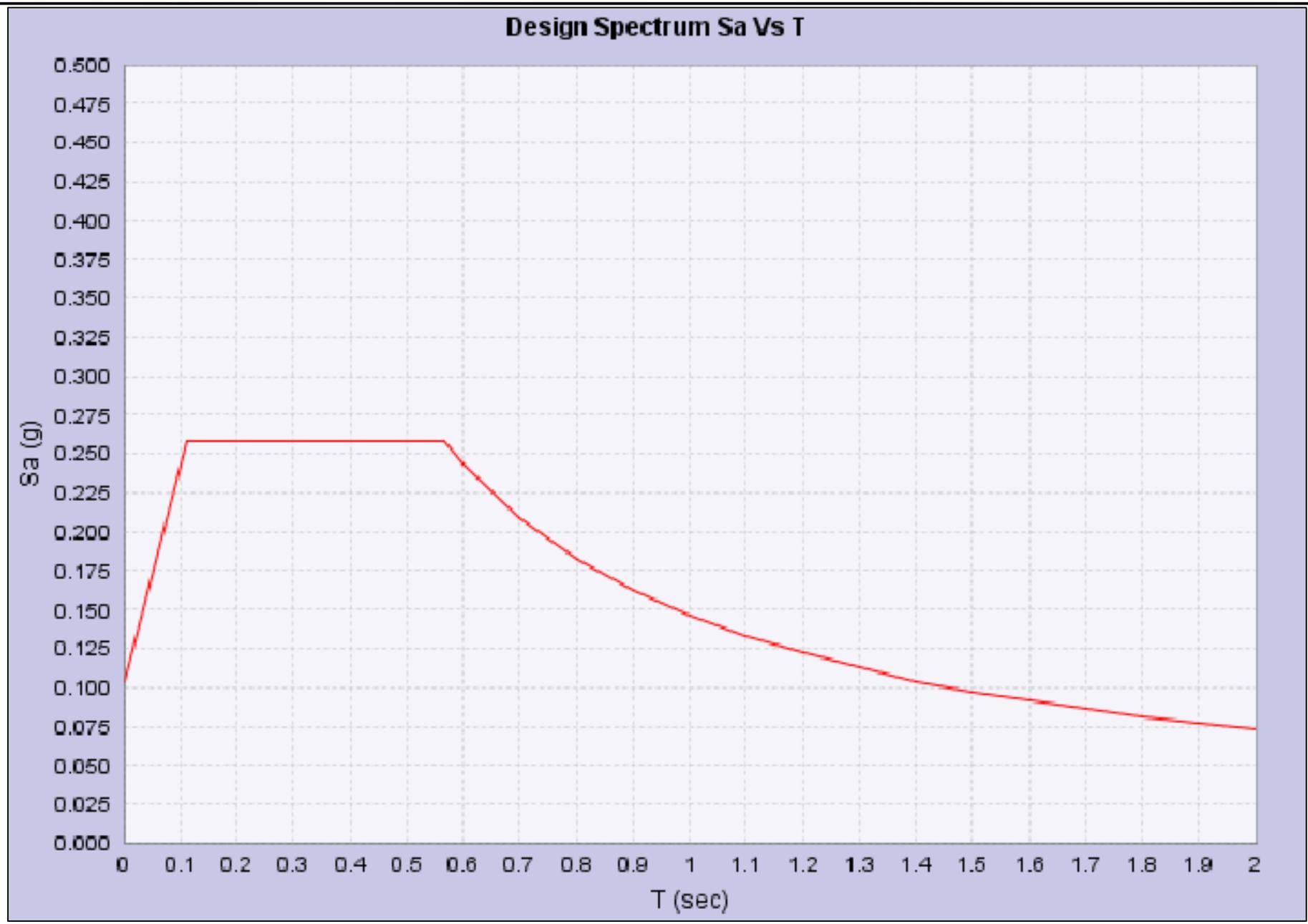


● INDICATES APPROXIMATE BOREHOLE LOCATION ADVANCED BY GEOSCIENCE 5-22-2014

Geotechnical Investigation Report
 Proposed Commercial Development
 Lots 2, 3B & 4, Blk 1, Laurel Industrial
 Park Sub., Laurel, Montana

**SITE AND BOREHOLE
 LOCATION MAP**

FIGURE
 1



Geotechnical Investigation Report
Proposed Commercial Development
Lots 2, 3B, & 4, Block 1 Laurel Industrial
Park Sub., Laurel, Montana

2009 INTERNATIONAL BUILDING CODE
DESIGN RESPONSE SPECTRA Sa vs. T

FIGURE

APPENDIX B

Borehole Logs

BOREHOLE LOG

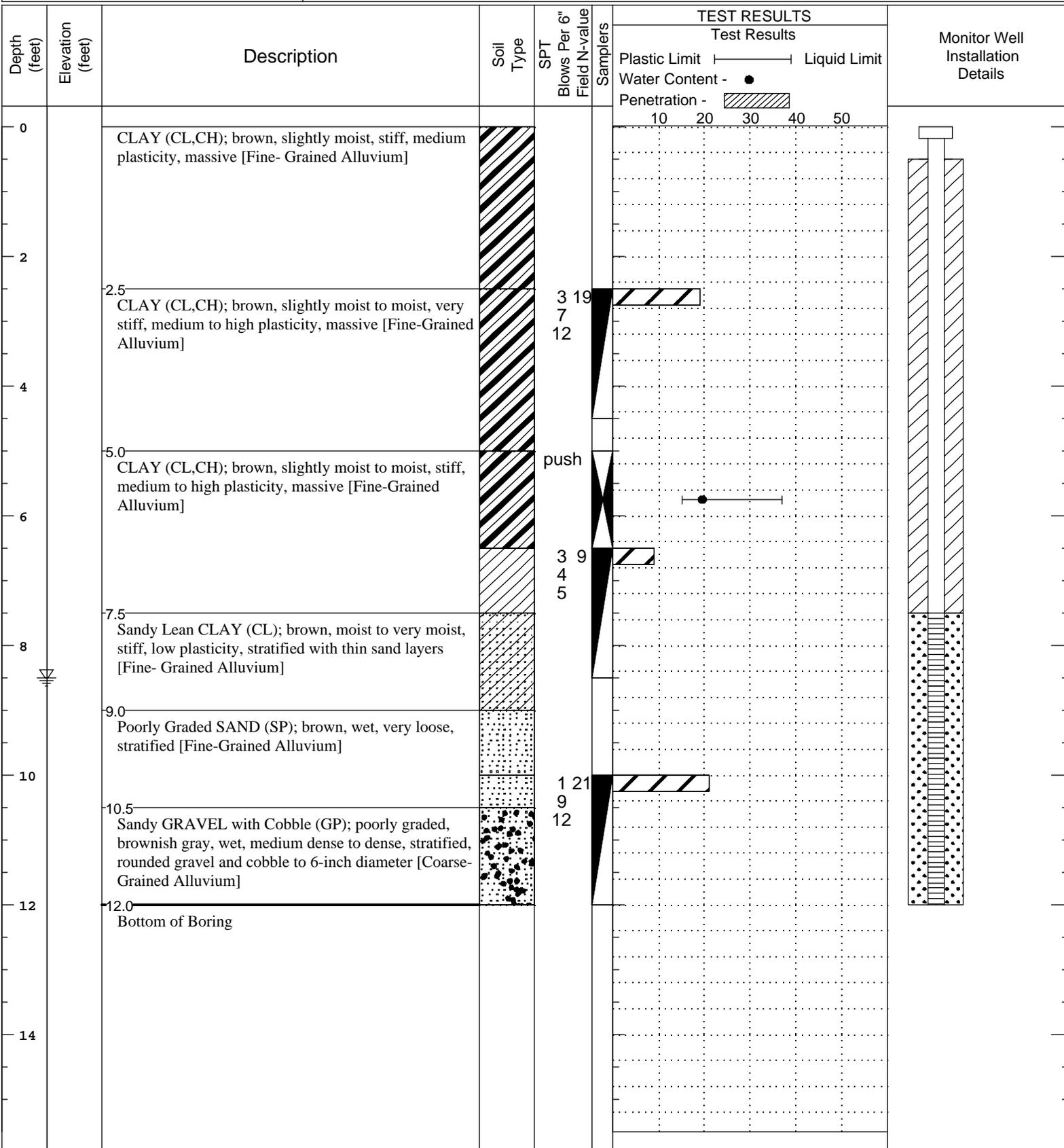
PROJECT: Lots 1, 2, 3B, & 4, Block 1 Laurel Industrial Park
CLIENT: Harr/Solberg
LOCATION: Northwest Portion Lot 1
DRILLER: jlg
DRILLING METHOD: Geoscience Simco - Hollow Stem Augers
DEPTH TO - WATER> INITIAL: 8.5 **AFTER 24 HOURS:** **CAVING>** C

STRUCTURE: Commercial
DATE: 5/22/2014
ELEVATION: nm
LOGGED BY: gsv

LOG NO. B-1

File: Laurel Ind Park Logs

This information pertains only to this boring and should not be interpreted as being indicative of the entire site.



Stratigraphy Based On Field Observations And Geologic Mapping

BOREHOLE LOG

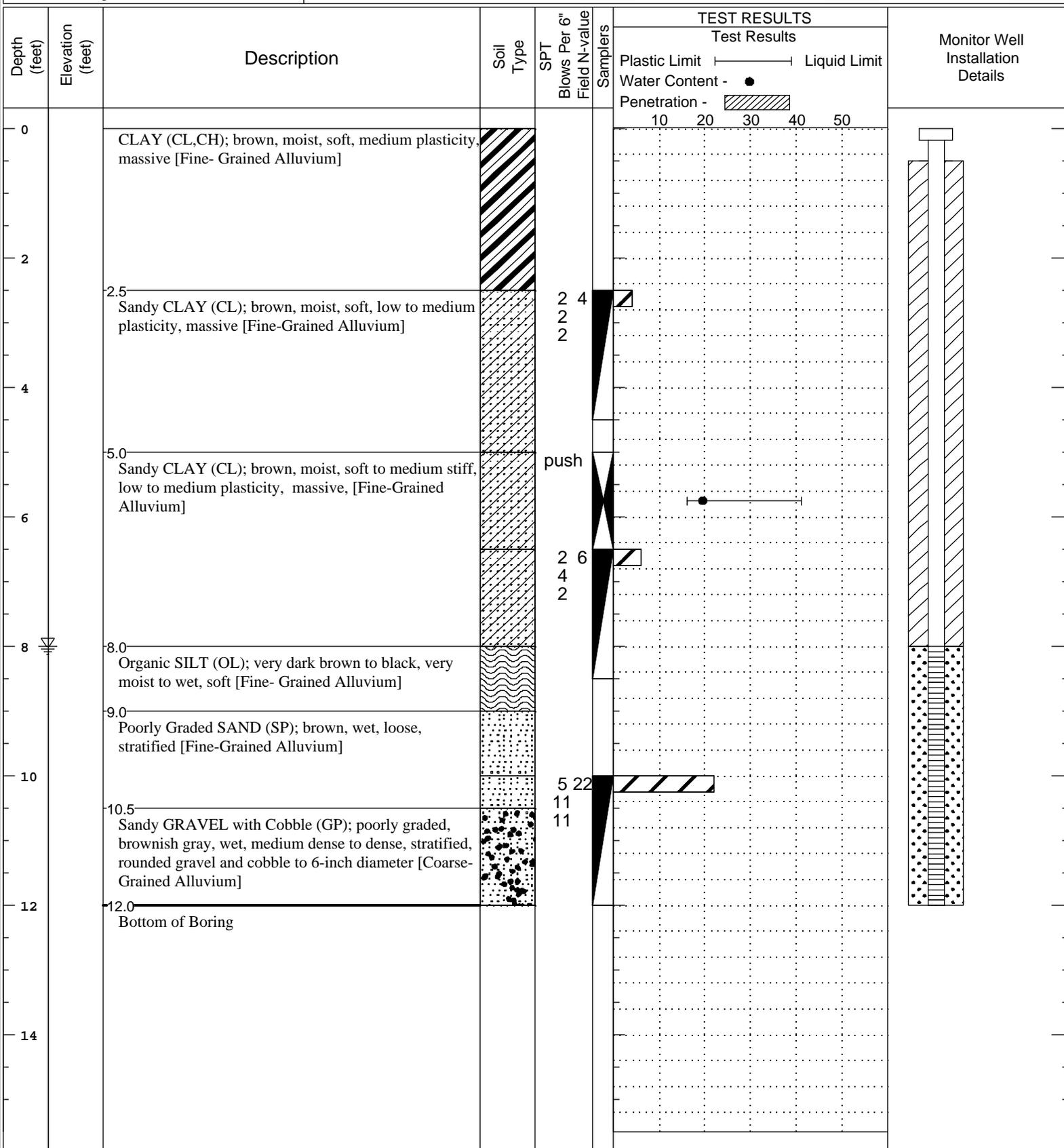
PROJECT: Lots 1, 2, 3B, & 4, Block 1 Laurel Industrial Park
CLIENT: Harr/Solberg
LOCATION: Southwest Portion Lot 4
DRILLER: jlg
DRILLING METHOD: Geoscience Simco - Hollow Stem Augers
DEPTH TO - WATER> INITIAL: 8 **AFTER 24 HOURS:** **CAVING>** C

STRUCTURE: Commercial
DATE: 5/22/2014
ELEVATION: nm
LOGGED BY: gsv

LOG NO. B-2

File: Laurel Ind Park Logs

This information pertains only to this boring and should not be interpreted as being indicative of the entire site.



Stratigraphy Based On Field Observations And Geologic Mapping

BOREHOLE LOG

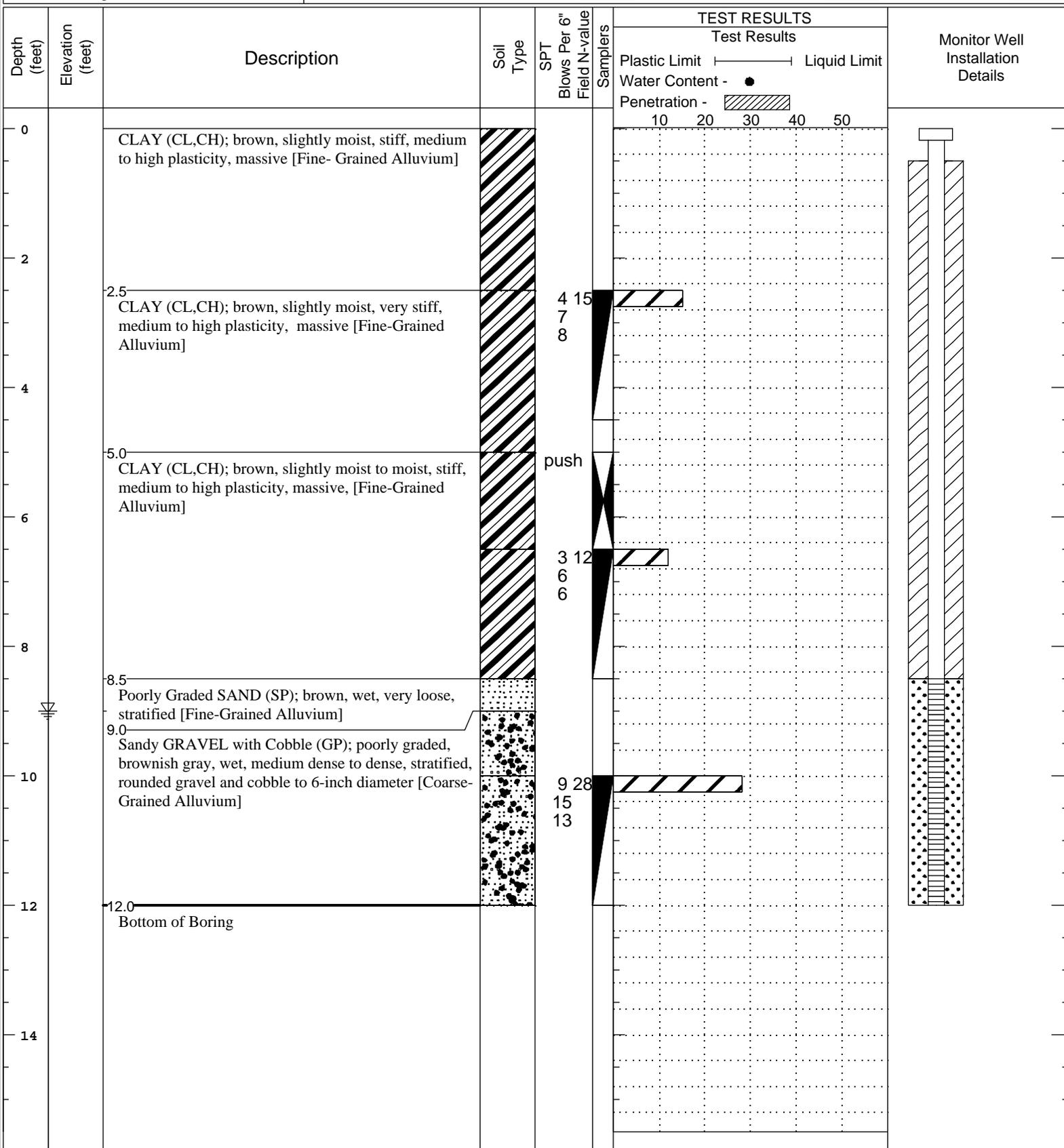
PROJECT: Lots 1, 2, 3B, & 4, Block 1 Laurel Industrial Park
 CLIENT: Harr/Solberg
 LOCATION: Northeast Portion Lot 3B
 DRILLER: jlg
 DRILLING METHOD: Geoscience Simco - Hollow Stem Augers
 DEPTH TO - WATER> INITIAL: 9 AFTER 24 HOURS: 9 CAVING> C

STRUCTURE: Commercial
 DATE: 5/22/2014
 ELEVATION: nm
 LOGGED BY: gsv

LOG NO. B-3

File: Laurel Ind Park Logs

This information pertains only to this boring and should not be interpreted as being indicative of the entire site.



Stratigraphy Based On Field Observations And Geologic Mapping

BOREHOLE LOG

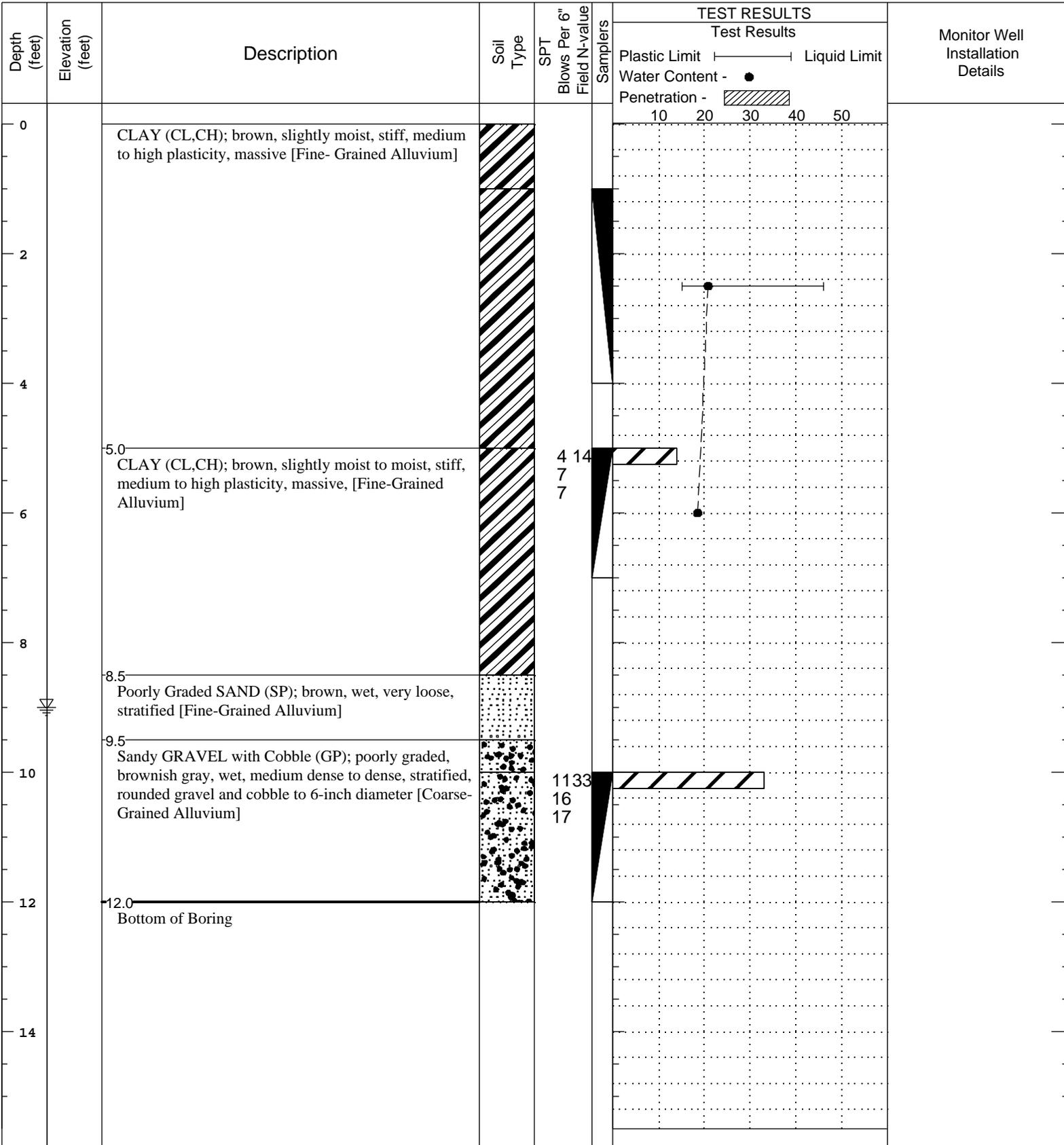
PROJECT: Lots 1, 2, 3B, & 4, Block 1 Laurel Industrial Park
 CLIENT: Harr/Solberg
 LOCATION: Northeast Portion Lot 4
 DRILLER: jlg
 DRILLING METHOD: Geoscience Simco - Hollow Stem Augers
 DEPTH TO - WATER> INITIAL: 9 AFTER 24 HOURS: 9 CAVING> C

STRUCTURE: Commercial
 DATE: 5/22/2014
 ELEVATION: nm
 LOGGED BY: gsv

LOG NO. B-4

File: Laurel Ind Park Logs

This information pertains only to this boring and should not be interpreted as being indicative of the entire site.



Stratigraphy Based On Field Observations And Geologic Mapping

BOREHOLE LOG

PROJECT: Lots 1, 2, 3B, & 4, Block 1 Laurel Industrial Park
 CLIENT: Harr/Solberg
 LOCATION: Southeast Portion Lot 4
 DRILLER: jlg
 DRILLING METHOD: Geoscience Simco - Hollow Stem Augers
 DEPTH TO - WATER> INITIAL: 9 AFTER 24 HOURS: 9 CAVING> C

STRUCTURE: Commercial
 DATE: 5/22/2014
 ELEVATION: nm
 LOGGED BY: gsv

LOG NO. B-5

File: Laurel Ind Park Logs

This information pertains only to this boring and should not be interpreted as being indicative of the entire site.

Depth (feet)	Elevation (feet)	Description	Soil Type	SPT Blows Per 6" Field N-value	TEST RESULTS			Monitor Well Installation Details
					Plastic Limit	Water Content - ●	Liquid Limit	
0		CLAY (CL,CH); brown, slightly moist, stiff, medium to high plasticity, massive [Fine- Grained Alluvium]						
5.0		CLAY (CL,CH); brown, moist, medium stiff to stiff, medium to high plasticity, massive [Fine-Grained Alluvium]		3	8			
8.5		Poorly Graded SAND (SP); brown, wet, loose, stratified [Fine-Grained Alluvium]		4	4			
10.5		Sandy GRAVEL with Cobble (GP); poorly graded, brownish gray, wet, medium dense to dense, stratified, rounded gravel and cobble to 6-inch diameter [Coarse-Grained Alluvium]		4	24			
12.0		Bottom of Boring		9	15			

Stratigraphy Based On Field Observations And Geologic Mapping

BOREHOLE LOG

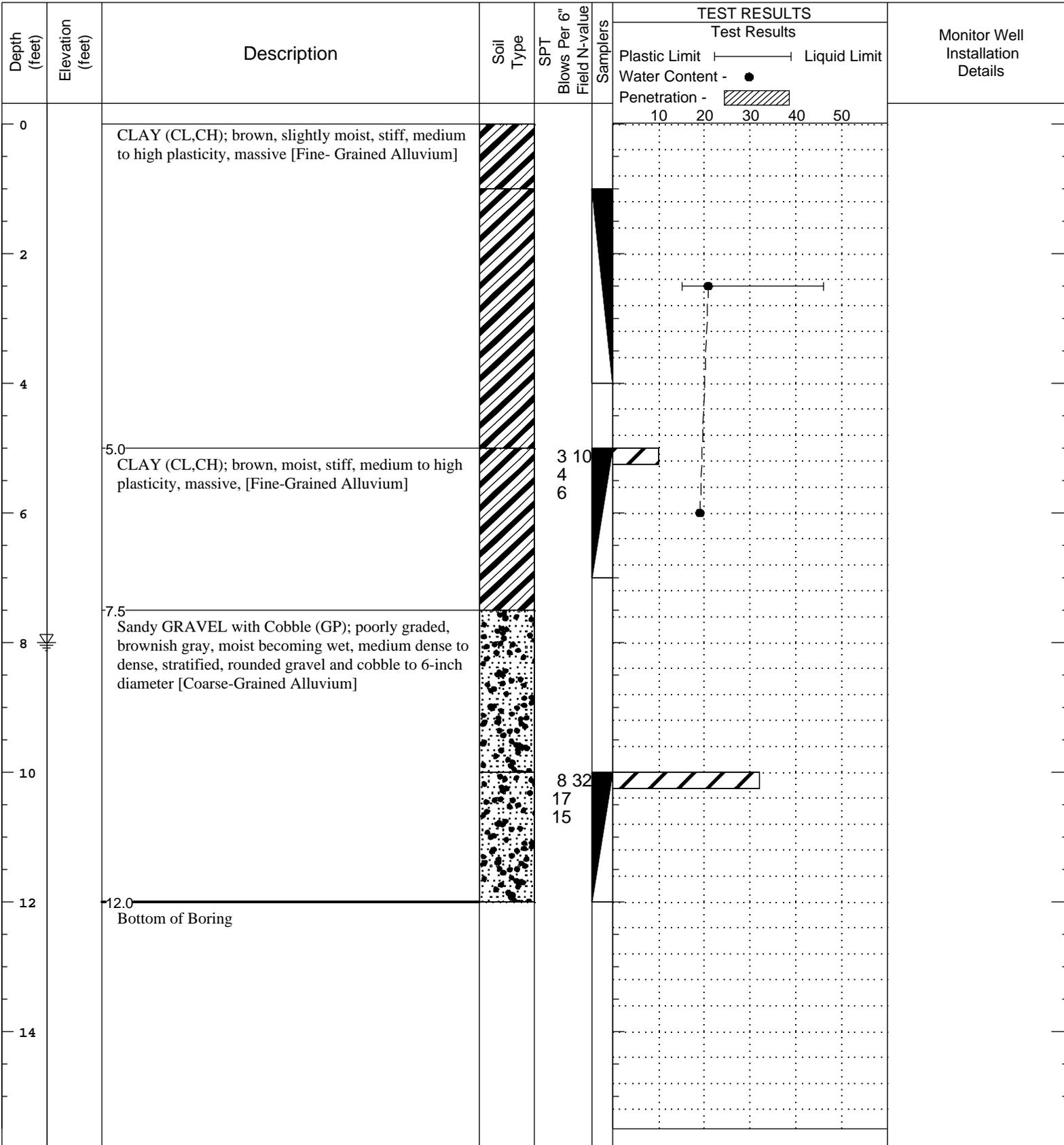
PROJECT: Lots 1, 2, 3B, & 4, Block 1 Laurel Industrial Park
CLIENT: Harr/Solberg
LOCATION: Northwest Portion Lot 4
DRILLER: jlg
DRILLING METHOD: Geoscience Simco - Hollow Stem Augers
DEPTH TO - WATER> INITIAL: 8 **AFTER 24 HOURS:** C **CAVING>** C

STRUCTURE: Commercial
DATE: 5/22/2014
ELEVATION: nm
LOGGED BY: gsv

LOG NO. B-6

File: Laurel Ind Park Logs

This information pertains only to this boring and should not be interpreted as being indicative of the entire site.



Stratigraphy Based On Field Observations And Geologic Mapping

BOREHOLE LOG

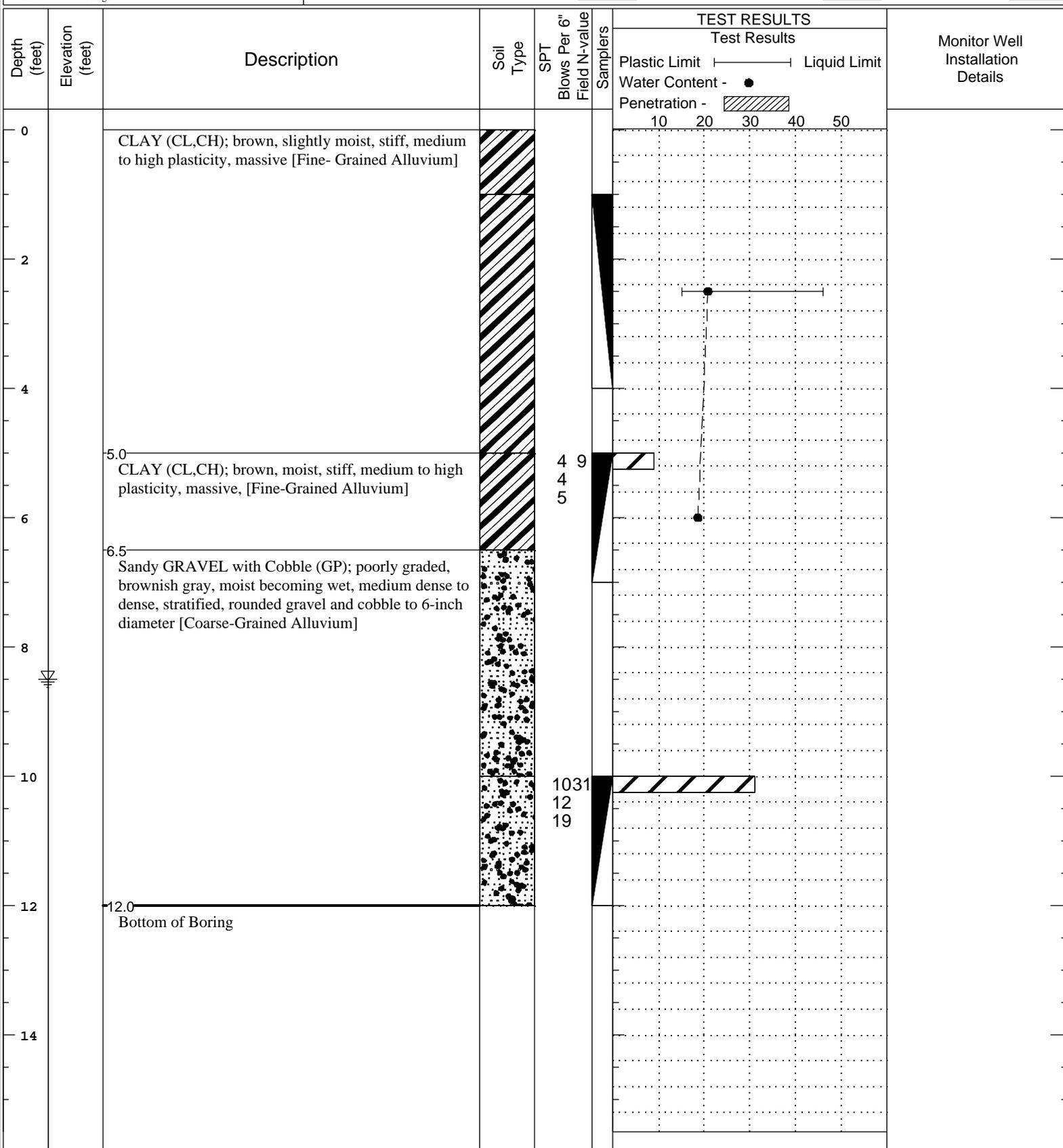
PROJECT: Lots 1, 2, 3B, & 4, Block 1 Laurel Industrial Park
 CLIENT: Harr/Solberg
 LOCATION: Southwest Portion Lot 3B
 DRILLER: jlg
 DRILLING METHOD: Geoscience Simco - Hollow Stem Augers
 DEPTH TO - WATER> INITIAL: 8.5 AFTER 24 HOURS: CAVING> C

STRUCTURE: Commercial
 DATE: 5/22/2014
 ELEVATION: nm
 LOGGED BY: gsv

LOG NO. B-7

File: Laurel Ind Park Logs

This information pertains only to this boring and should not be interpreted as being indicative of the entire site.



Stratigraphy Based On Field Observations And Geologic Mapping

BOREHOLE LOG

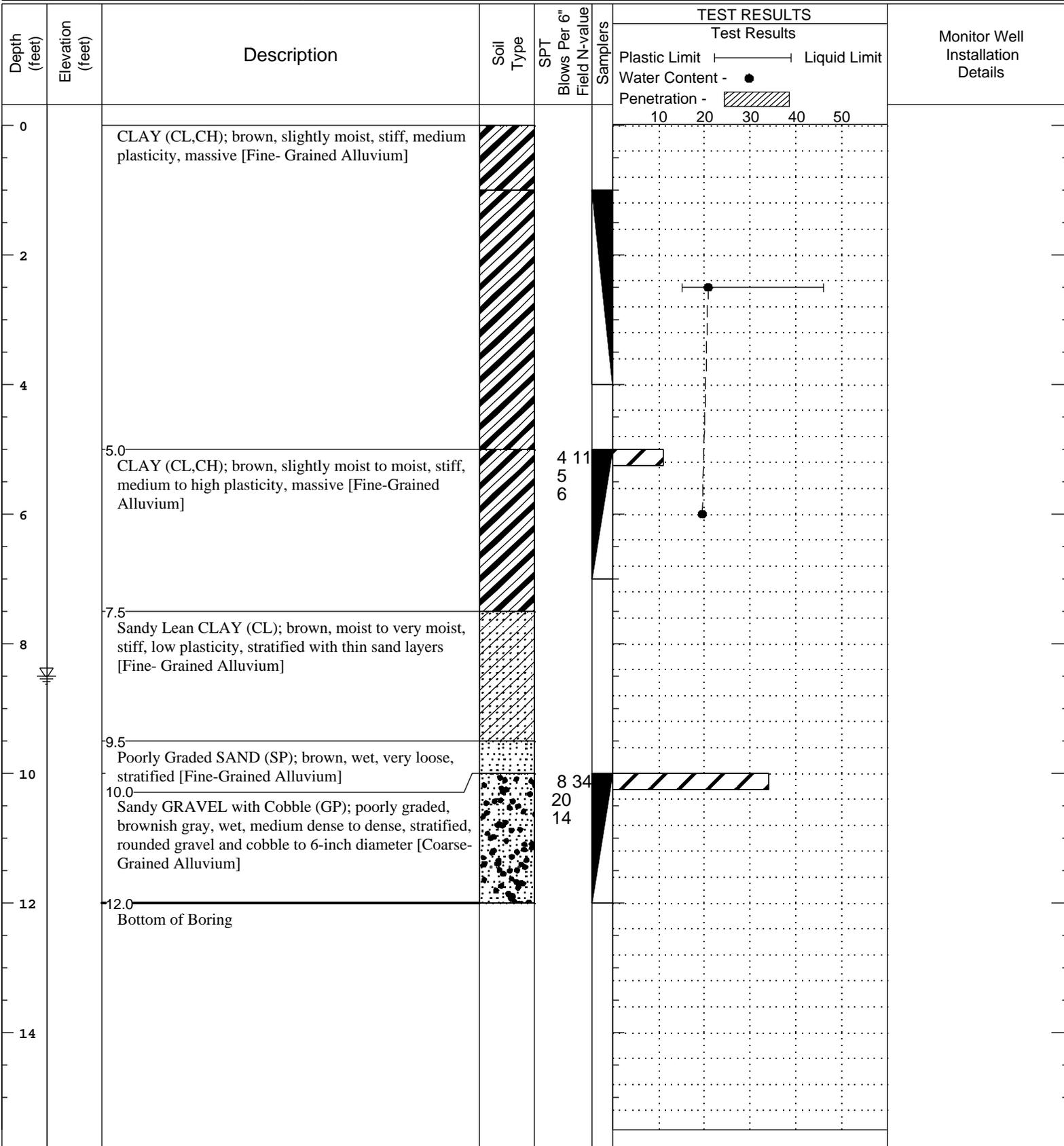
PROJECT: Lots 1, 2, 3B, & 4, Block 1 Laurel Industrial Park
CLIENT: Harr/Solberg
LOCATION: Northeast Portion Lot 1
DRILLER: jlg
DRILLING METHOD: Geoscience Simco - Hollow Stem Augers
DEPTH TO - WATER> INITIAL: 8.5 **AFTER 24 HOURS:** **CAVING>** C

STRUCTURE: Commercial
DATE: 5/22/2014
ELEVATION: nm
LOGGED BY: gsv

LOG NO. B-8

File: Laurel Ind Park Logs

This information pertains only to this boring and should not be interpreted as being indicative of the entire site.



Stratigraphy Based On Field Observations And Geologic Mapping

BOREHOLE LOG

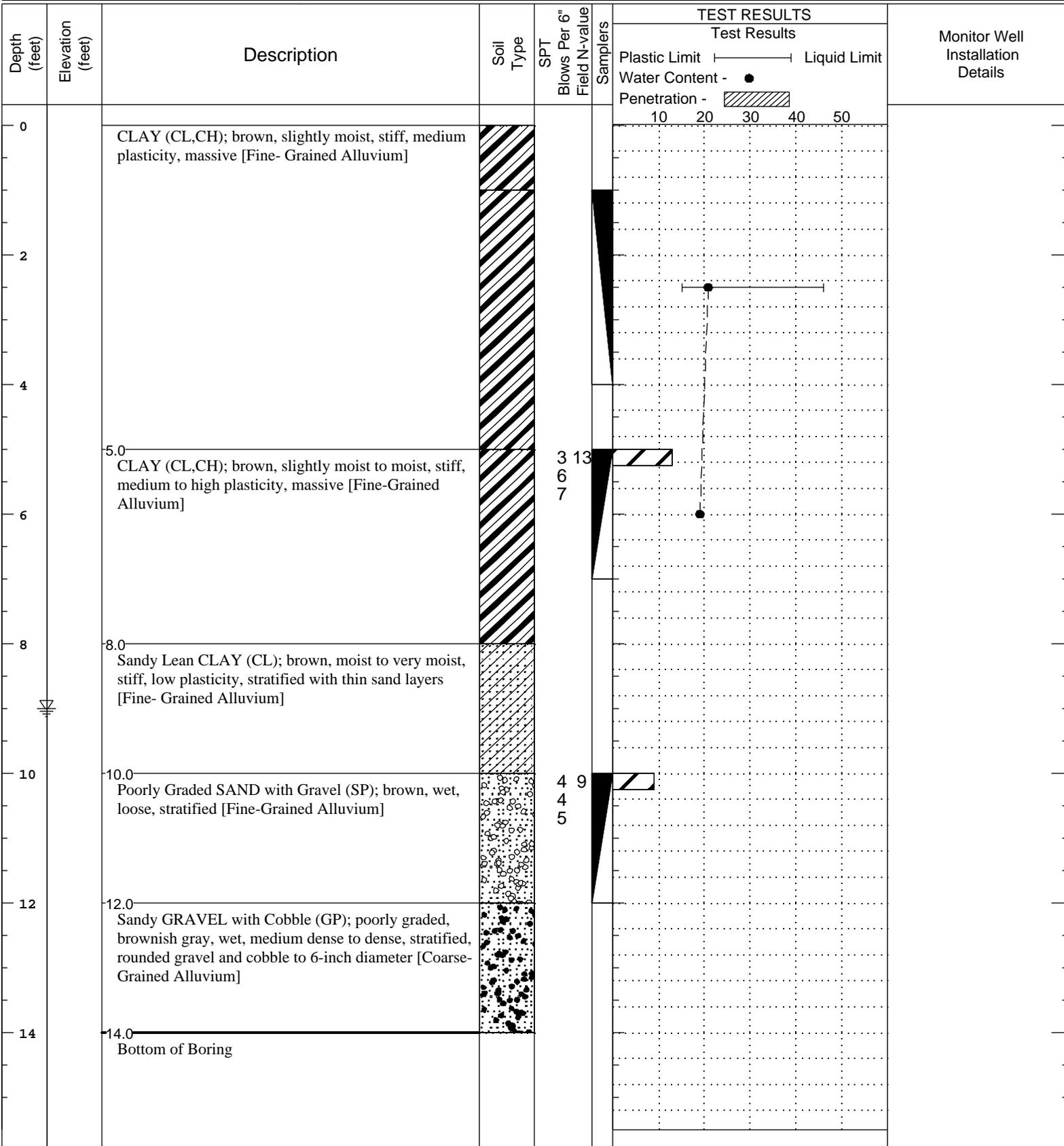
PROJECT: Lots 1, 2, 3B, & 4, Block 1 Laurel Industrial Park
CLIENT: Harr/Solberg
LOCATION: East Portion Lot 2
DRILLER: jlg
DRILLING METHOD: Geoscience Simco - Hollow Stem Augers
DEPTH TO - WATER> INITIAL: 9.0 **AFTER 24 HOURS:** CAVING> C

STRUCTURE: Commercial
DATE: 5/22/2014
ELEVATION: nm
LOGGED BY: gsv

LOG NO. B-9

File: Laurel Ind Park Logs

This information pertains only to this boring and should not be interpreted as being indicative of the entire site.



Stratigraphy Based On Field Observations And Geologic Mapping

BOREHOLE LOG

PROJECT: Lots 1, 2, 3B, & 4, Block 1 Laurel Industrial Park
 CLIENT: Harr/Solberg
 LOCATION: West Portion Lot 2
 DRILLER: jlg
 DRILLING METHOD: Geoscience Simco - Hollow Stem Augers
 DEPTH TO - WATER> INITIAL: 9.0 AFTER 24 HOURS: 9.0 CAVING> C

STRUCTURE: Commercial
 DATE: 5/22/2014
 ELEVATION: nm
 LOGGED BY: gsv

LOG NO. B-10

File: Laurel Ind Park Logs

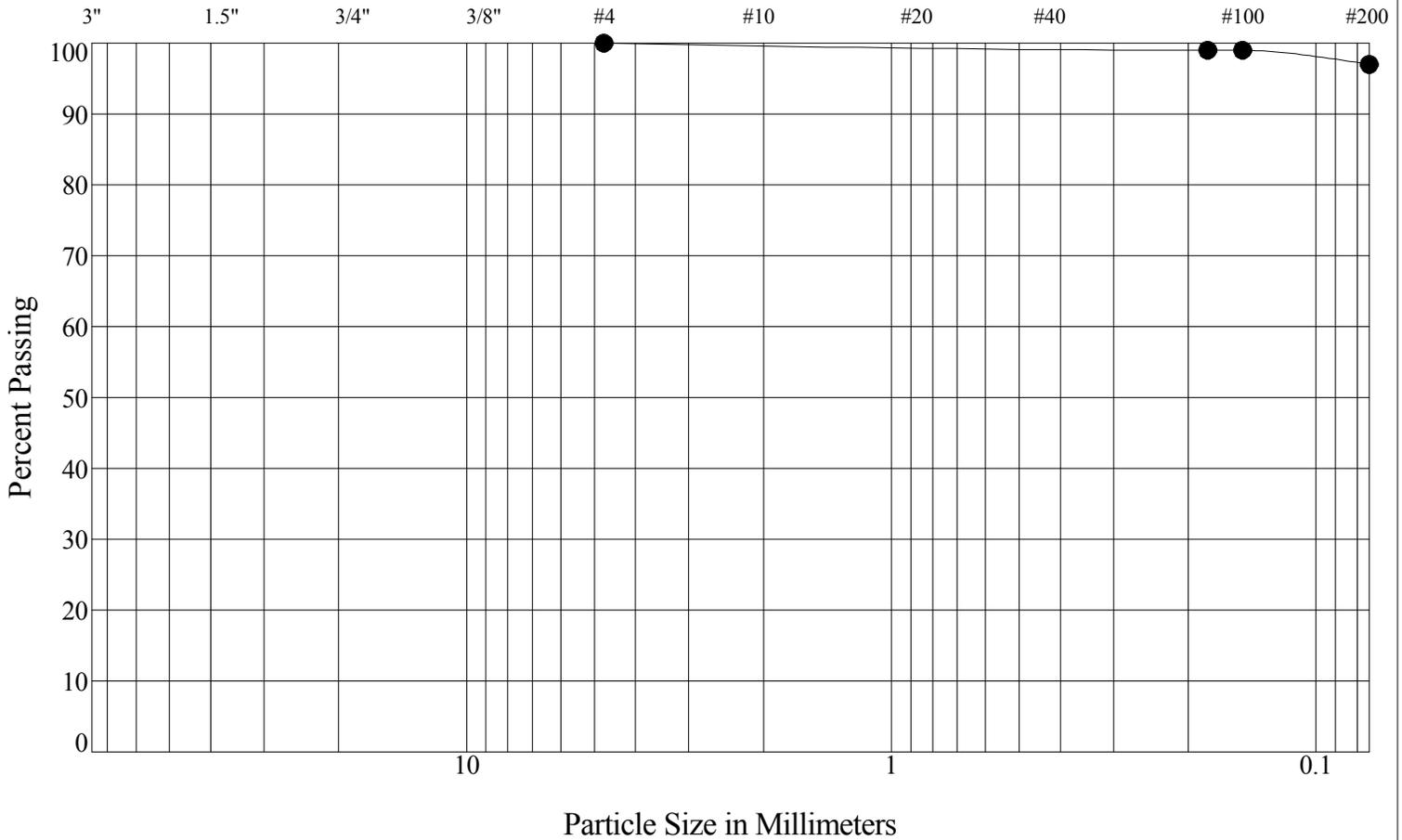
This information pertains only to this boring and should not be interpreted as being indicative of the entire site.

Depth (feet)	Elevation (feet)	Description	Soil Type	SPT Blows Per 6" Field N-value	TEST RESULTS			Monitor Well Installation Details
					Plastic Limit	Water Content - ●	Liquid Limit	
0		CLAY (CL,CH); brown, slightly moist, stiff, medium plasticity, massive [Fine- Grained Alluvium]						
5.0		CLAY (CL,CH); brown, slightly moist to moist, stiff, medium to high plasticity, massive [Fine-Grained Alluvium]		4 12				
9.0		Sandy Lean CLAY (CL); brown, moist to very moist, stiff, low plasticity, stratified with thin sand layers [Fine- Grained Alluvium]		5 11				
10.0		Poorly Graded SAND with Gravel (SP); brown, wet, loose, stratified [Fine-Grained Alluvium]		5 6				
12.5		Sandy GRAVEL with Cobble (GP); poorly graded, brownish gray, wet, medium dense to dense, stratified, rounded gravel and cobble to 6-inch diameter [Coarse-Grained Alluvium]						
14.0		Bottom of Boring						

Stratigraphy Based On Field Observations And Geologic Mapping

APPENDIX C
Laboratory Test Results

Sieve Size



Gravel		Sand		
coarse	fine	coarse	medium	fine

Percent Passing U.S. Standard Sieve Size

3"	1 1/2"	3/4"	3/8"	#4	#10	#20	#40	#80	#100	#200
				100	100	99	99	99	99	97

Boring No.: B-46789
 Sample No.: Bucket
 Depth: 1.0' - 4.0'
 Date Received: 05/23/2014

Liquid Limit:	46
Plastic Limit:	15
Plasticity Index:	31
Classification:	CL
Moisture Content:	20.8%

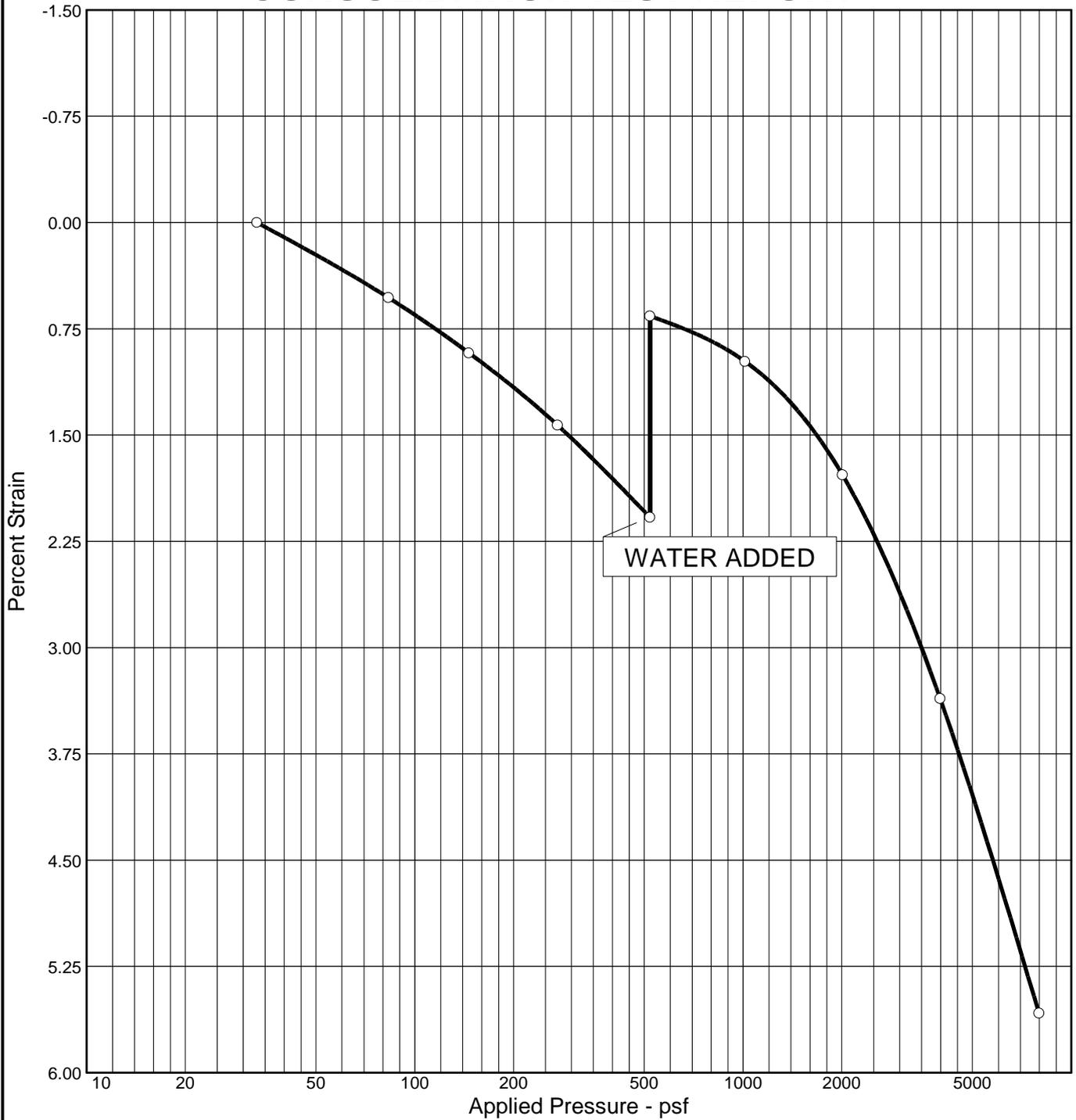
Percent Gravel: 0.0
 Percent Sand: 3.0
 Percent Silt + Clay: 97.0
 ASTM Group Name: Lean Clay
 AASHTO Group Name: A-7-6



2511 Holman Avenue
 P. O. Box 80190
 Billings, MT 59108-0190
 Phone: 406.652.3930
 Fax: 406.652.3944

Sieve Analysis
 Project Number: 09-2511
 Laurel

CONSOLIDATION TEST REPORT



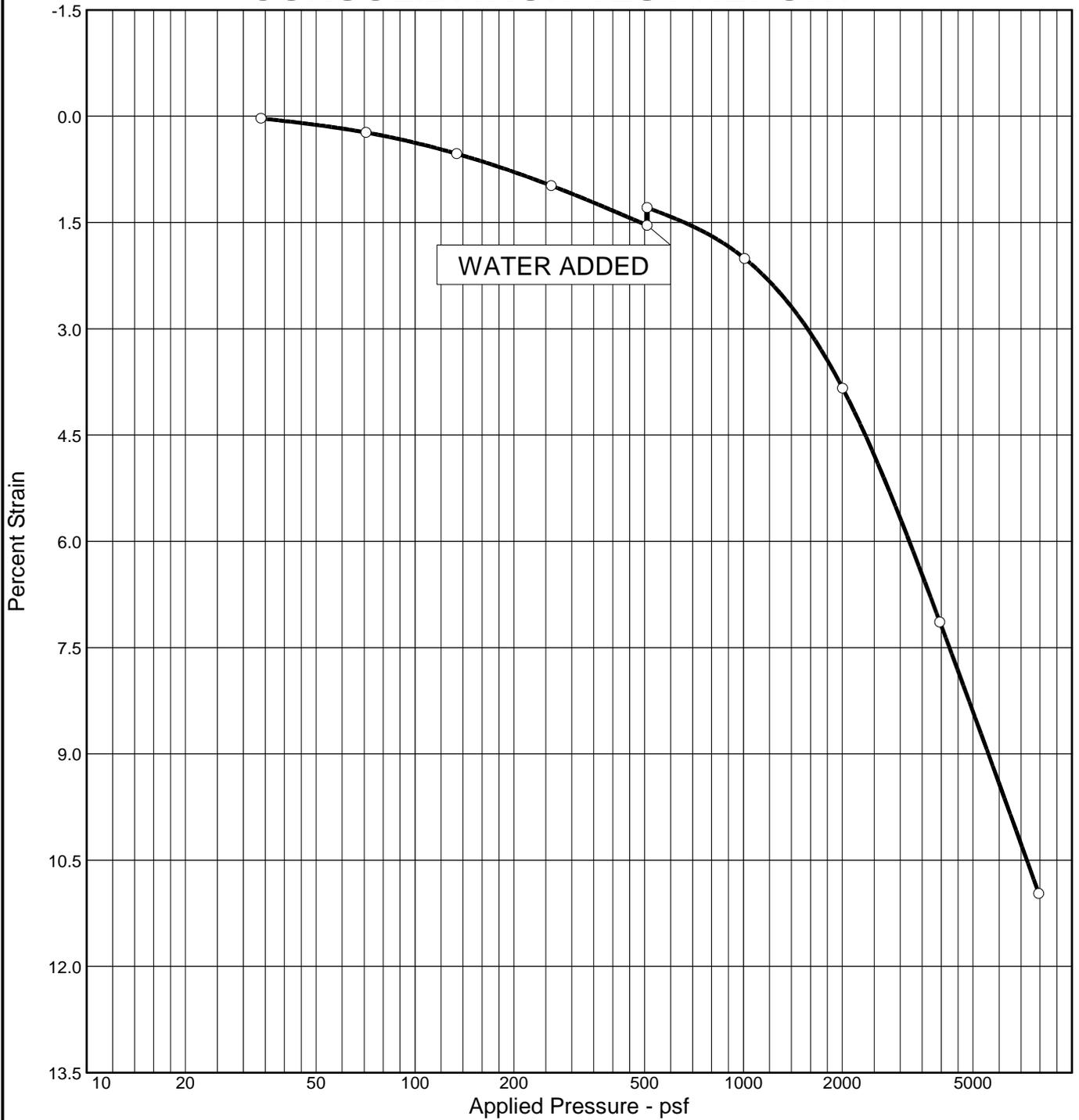
Natural		Dry Dens. (pcf)	LL	PI	Sp. Gr.	Overburden (psf)	P _c (psf)	C _c	C _r	Swell Press. (psf)	Swell %	e ₀
Sat.	Moist.											
86.4 %	19.5 %	103.5	41	25	2.65	807	2386	0.12		2358	1.4	0.599

MATERIAL DESCRIPTION	USCS	AASHTO
CL: Lean Clay	CL	A-7-6

Project No. _____ Client: GeoScience Project: _____ Location: Laurel B-2 Depth: 5.0 - 6.5 ft	Remarks:
CONSOLIDATION TEST REPORT <h2 style="margin: 0;">SK GEOTECHNICAL CORP.</h2>	

Figure

CONSOLIDATION TEST REPORT

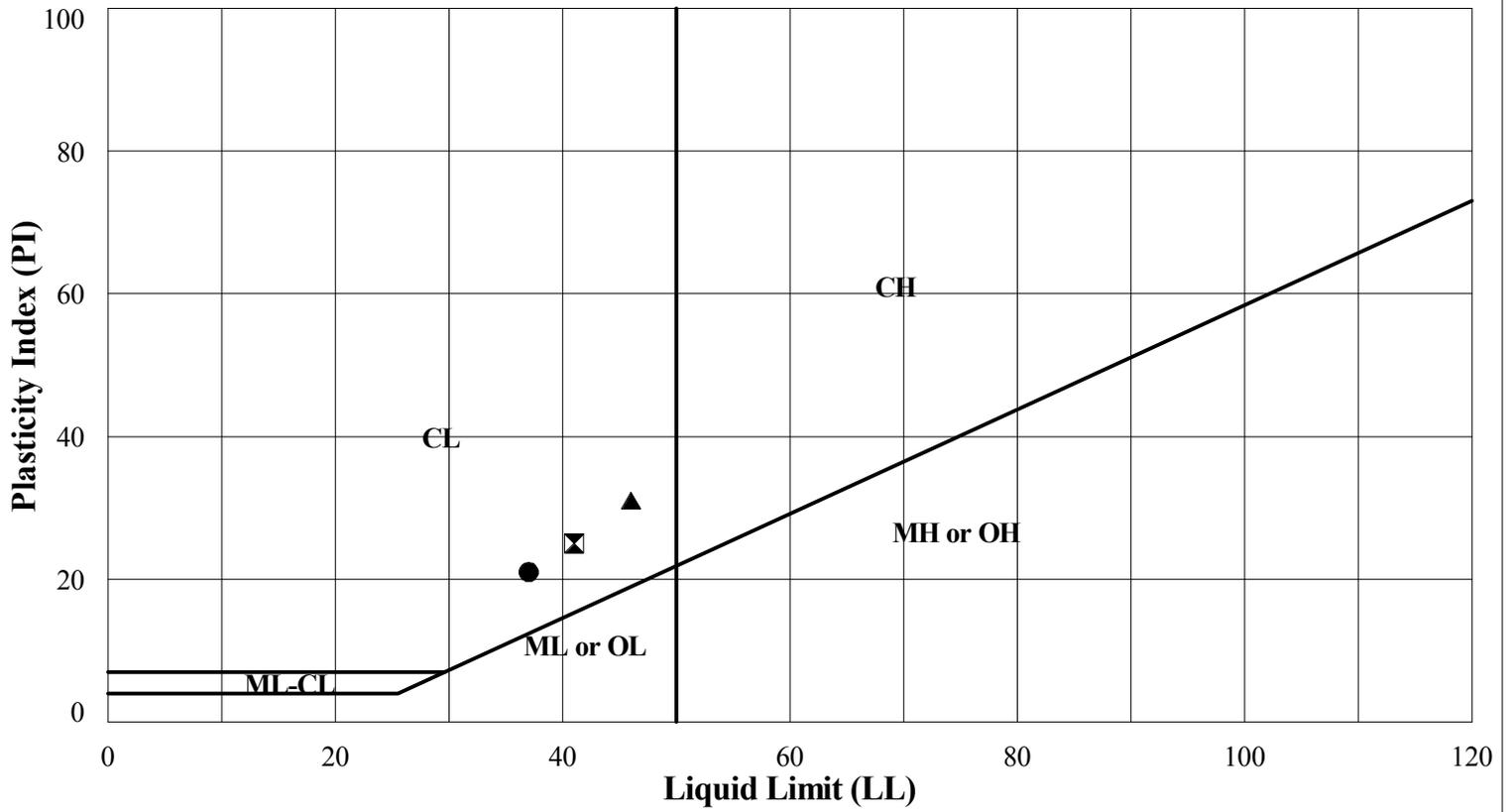


Natural		Dry Dens. (pcf)	LL	PI	Sp. Gr.	Overburden (psf)	P _c (psf)	C _c	C _r	Swell Press. (psf)	Swell %	e ₀
Sat.	Moist.											
73.5 %	18.6 %	99.1	37	21	2.65	757	1829	0.21		690	0.2	0.670

MATERIAL DESCRIPTION	USCS	AASHTO
CL: Lean Clay trace Sand	CL tr S	A-6

Project No. _____ Client: GeoScience Project: _____ Location: Laurel B-1 Depth: 5.0 - 6.5 ft	Remarks:
CONSOLIDATION TEST REPORT <h2 style="margin: 0;">SK GEOTECHNICAL CORP.</h2>	

Figure



Legend	Boring	Sample No.	Depth	LL	PL	PI	P 200	MC	Classification
●	B-1	Shelby	5.0' - 6.5'	37	16	21	%	18.6%	
⊠	B-2	Shelby	5.0' - 6.5'	41	16	25	%	19.5%	
▲	B-46789	Bucket	1.0' - 4.0'	46	15	31	97%	20.8%	CL



2511 Holman Avenue
P. O. Box 80190
Billings, MT 59108-0190
Phone: 406.652.3930
Fax: 406.652.3944

Atterberg Limits' Tests

Project Number: 09-2511
Laurel



Community Planning
Surveying + Mapping + GIS + Drone
Civil Infrastructure Engineering
Multimodal Transportation Engineering
*Water and Wastewater Utility Design and
Operations*
Landscape Architecture + Placemaking
Construction Management and Inspection
*Communications + Public Engagement +
Visualizations*

CITY HALL
115 W. 1ST ST.
PUB. WORKS: 628-4796
WATER OFC.: 628-7431
COURT: 628-1964
FAX 628-2241

City Of Laurel

P.O. Box 10
Laurel, Montana 59044



Planning Office

PLANNING BOARD RECOMMENDATION
Laurel Industrial Park 2nd Filing
February 19, 2026

INTRODUCTION

On December 4, 2025, Sanbell submitted a preliminary plat application for the Laurel Industrial Park Subdivision 2nd Filing. The proposed subdivision would create four new lots within the Laurel Highway Commercial Zoning District. The property is currently vacant and is located on the southwest corner of the intersection of East Railroad Street and South Washington Avenue. The project is being reviewed as a First Minor Subdivision because the parent tract existed on or before 2003, the lot sizes and proposed use of the property post subdivision are consistent with the prevailing city zoning regulations. The project will be presented to the Laurel – Yellowstone City County Planning Board on February 18, 2026, with the decision being made by the Laurel City Council.

RECOMMENDATION

Staff recommends that the Planning Board recommend that the City Council grant conditional approval of the preliminary plat of Laurel Industrial Park 2nd Filing Subdivision and adopt the Findings of Fact as presented in the staff report.

PROPOSED CONDITIONS OF APPROVAL

1. To provide for the installation of private utilities, prior to final plat approval the applicant will coordinate with private utility providers for any needed easements and show them on the final plat as requested by the private utility companies.
2. To provide for proper addressing, prior to final plat approval the applicant will secure an address for each lot in the subdivision at the time of development.
3. That the extension of water, sewer, and storm water for each lot in the subdivision be reviewed and approved by the Montana Department of Environmental Quality.
4. Minor changes may be made to the SIA final documents, as requested by the Planning, Legal or Public Works Departments to clarify the documents and bring them into the standard acceptable format.
5. That the proposed alley be dedicated as a public right-of-way and constructed to the standards of the Public Works Standards of the City of Laurel.

6. That a professional engineer designs a sidewalk section along East Railroad Street that conforms to the City of Laurel Public Works Standards. The SIA shall require that when the first lot in the subdivision is developed that all of the sidewalk shall be installed in accordance with the approved design.
7. The final plat shall comply with all requirements of the Laurel – Yellowstone County Subdivision Regulations, the changes recommended by the various City and County Departments, and the laws and Administrative Rules of the State of Montana.

VARIANCES REQUESTED

N/A. None Requested.

PROCEEDURAL HISTORY

- On September 10, 2025, a pre-application meeting was held to discuss the proposal.
- The preliminary plat application was submitted on December 5, 2025.
- Element Review was completed on December 12, 2025.
- Sufficiency review was completed on January 6, 2026
- The matter is scheduled for the Laurel-Yellowstone Planning Board on February 18, 2026.
- The developer granted a 30-day extension to the review time on January 8, 2026.
- The preliminary plat review timeline expires on March 25, 2026.

PLAT INFORMATION

General Location:	Intersection East Railroad Street and South Washington Avenue. The property is located within the City of Laurel.
Legal Description:	Lot -1 Block 1 Laurel Industrial Park NE¼ Section 16, Township 2 South, Range 24 East, P.M.M.
Engineer and Surveyor:	Sanbell
Existing Zoning:	None
Existing Land Use:	Vacant
Proposed Land Use:	Industrial/Mini Storage
Gross and Net Area:	1.99/1.64
Proposed Number of Lots:	4 New Lots
Lot Size:	0.42 – 0.43
Parkland Requirements:	N/A Exempt to Parkland Dedication.

Attachments

Findings of Fact
Proposed Plat
Draft SIA
FEMA FIRMette
Geotechnical Report

FINDINGS OF FACT

The Planning staff has prepared the following Findings of Fact for the preliminary plat of Lot-1 Block-1, Laurel Industrial Park 2nd Filing. These findings are based on the preliminary plat application and supplemental documents and addresses the review criteria required by the Montana Subdivision and Platting Act (76-3-608 M.C.A.) and the Laurel – Yellowstone Subdivision Regulations.

A. Primary Review Criteria 76-3-608 MCA.

1. Effect on Agriculture and Agricultural Water Users Facilities

- a. The parent tract was created via subdivision prior to 2003 as an industrial park.
- b. The parent tract is located within the City of Laurel and is, and has been zoned, for industrial uses for over 20 years.
- c. The parent tract consists of approximately 1.99 acres and has no real Agricultural value.
- d. The water rights for the irrigated property will continue to run with the property.
- e. The irrigation systems will not be altered by this subdivision.

There are not any anticipated adverse effects on agriculture or agricultural water users facilities.

2. Effect on Local Services

- a. The parcel being created is currently served by existing facilities. As such, the extension of public utilities is not necessary.
- b. The addition of three new lots will not have an adverse impact on local services such as solid waste streets, emergency services, schools, or mail delivery.
- c. The proposal is to extend sewer services along the rear of each lot. Public utilities need to be in public rights-of-way.
- d. The subdivision is exempt from the provision of park land as it is not for residential purposes.

The effect on local services is minimal.

3. Effect on the Natural Environment

- a. The lot addition of three new tracts will not have a measurable impact on the natural environment.
- b. The property is located within the incorporated limits of the City of Laurel.
- c. The property surrounding the parcel being created has and continues to be used for commercial and industrial purposes.

The effect on the Natural Environment is insignificant.

4. Effect on Wildlife and Wildlife Habitat

- a. There are no known endangered or threatened species on the property.
- b. The property is not frequented by wildlife and is wholly surrounded by commercial and industrial uses. A Sage Grouse consultation is not required where the property is located within the city limits.

This subdivision should have a minimal effect on wildlife and wildlife habitat.

5. Effect on the Public Health, Safety, and Welfare
- a. There are no known natural or man-made hazards on the property.
 - b. The property is not located within a 100-year flood hazard area per FIRM #30111C1420E.
 - c. The water and sewer main extensions will need to be designed by a professional engineer and reviewed and approved by MDEQ.
 - d. The property is in the Laurel Fire District and is served by the Laurel Police Department.

The effect on public health, safety and welfare is insignificant.

B. Was an Environmental Assessment Required?

Minor Subdivisions are exempt from the requirements of preparing an Environmental Assessment. 76-3-609(2)(d)(i) M.C.A.

C. Does the subdivision conform to the City of Laurel Growth Policy?

- a. **Preservation of prime agricultural lands.** The lot being created is not located on the irrigated agricultural lands.
- b. **The Laurel Growth Policy designates this property as Industrial on the future land use map.** Industrial uses are important to the local economy as they provide job opportunities and significant additions to the local taxable valuation.
- c. **Land Use Plan relationship to Housing.** Industrial development provides for good jobs that support a strong housing demand which supports schools, parks and services meeting needs of people and families.

D. Does the subdivision conform to the Montana Subdivision and Platting Act and to local subdivision regulations?

The proposed subdivision is in conformance with the Laurel – Yellowstone Subdivision Regulations. The developer and the local government have complied with the subdivision review and approval processes prescribed in the local regulations and the MSPA.

E. Does the proposed subdivision conform to all requirements of the zoning in effect?

The proposed division and the intended future use is consistent with the prevailing zoning on the property.

F. Does the proposed plat provide easements for the location and installation of any utilities?

The necessary public and private easements exist.

G. Does the proposed plat provide legal and physical access to each parcel within the subdivision and the notation of that access on the plat?

Each lot in the subdivision has the ability to install an approach to East Railroad Street and via the proposed alley to South Washington Ave.

CONCLUSIONS OF FINDINGS OF FACT

- The preliminary plat of Laurel Industrial Park 2nd Filing does not create any adverse impacts that warrant denial of the subdivision.
- The proposed subdivision conforms to several goals and objectives of the City of Laurel Growth Management Plan.
- The proposed subdivision complies with state and local subdivision regulations, sanitary requirements, has legal and physical access, and is consistent with the prevailing zoning.
- Any potential adverse impacts of the subdivision can be adequately mitigated by the imposition of conditions of approval.

RECOMMENDATION

The Laurel – Yellowstone City County Planning Board recommends that the Laurel City Council grant conditional approval of the preliminary plat of Laurel Industrial Park 2nd Filing and adopt the Findings of Fact presented in the Planning Board Recommendation.

File Attachments for Item:

2. Finance: Discussion - Records Request Fees



AN ACT GENERALLY REVISING PUBLIC RECORD LAWS; ESTABLISHING REQUIREMENTS AND DEADLINES FOR PUBLIC AGENCIES THAT ARE NOT LOCAL GOVERNMENTS; GENERALLY REVISING FEES FOR PUBLIC INFORMATION REQUESTS; ESTABLISHING A 2-YEAR RETENTION PERIOD OF INFORMATION REQUESTS AND RESPONSES FOR PUBLIC AGENCIES THAT ARE NOT LOCAL GOVERNMENTS; ESTABLISHING THE FEES THAT A PUBLIC AGENCY MAY CHARGE WHEN RESPONDING TO PUBLIC INFORMATION REQUESTS; PROVIDING THAT THE FIRST HOUR OF SERVICE NOT BE CHARGED; ESTABLISHING AN HOURLY FEE LIMIT; ALLOWING A PERSON TO FILE AN ACTION IN DISTRICT COURT IF A PUBLIC AGENCY THAT IS NOT A LOCAL GOVERNMENT FAILS TO MEET THE RESPONSE DEADLINE; AMENDING SECTIONS 2-6-1006 AND 2-6-1009, MCA; AND PROVIDING EFFECTIVE DATES AND A TERMINATION DATE.

WHEREAS, the right to know is a fundamental right; and

WHEREAS, consistent application of the right to know in the branches of state government is in the public interest; and

WHEREAS, access to public information is essential to participation in the activities of state government; and

WHEREAS, in the absence of standards of general application, the agencies and branches of state government have each developed their own procedures and fees for obtaining access to public information; and

WHEREAS, inconsistency and unpredictability lead to uncertainty on the part of individuals seeking access to public information; and

WHEREAS, such uncertainty may discourage people from exercising the right to know; and

WHEREAS, providing consistent standards for handling public information requests across the agencies and branches of state government and setting reasonable limits on the fees charged to individuals

requesting public information ensure people will know what to expect.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA:

Section 1. Section 2-6-1006, MCA, is amended to read:

"2-6-1006. Public information requests -- fees. (1) (a) A person may request public information from a public agency. A public agency shall make the means of requesting public information accessible to all persons.

(b) (i) All public agencies are governed by this subsection (1).

(ii) A public agency that is not an executive branch agency must meet the requirements of subsection (2) when responding to a public information request.

(iii) ~~(A) Except as provided in subsections (1)(b)(iii)(B) and~~ subsection (1)(b)(iv), all executive branch agencies must meet the requirements of subsection (3) when responding to a public information request.

~~(B) The provisions of subsection (3) apply to the secretary of state, the justice department, the superintendent of public instruction, and the state auditor beginning on October 1, 2025.~~

(iv) The secretary of state must meet the requirements of subsection (4) regarding fees.

(c) A public agency other than the office of the secretary of state may charge, ~~pursuant to this subsection (1)(c), a fee for fulfilling a public information request. Except where a fee is otherwise provided for by law, the fee may not exceed the actual costs directly incident to fulfilling the request in the most cost-efficient and timely manner possible~~ a fee pursuant to subsections (1)(e) and (5) and this subsection (1)(c). The fee must be documented. ~~The fee may include the time required to gather public information.~~ The public agency may require the requesting person to pay the estimated fee prior to identifying and gathering the requested public information.

(d) A public agency is not required to alter or customize public information to provide it in a form specified to meet the needs of the requesting person.

(e) If a public agency agrees to a request to customize a records request response, the costs of the customization may be included in the fees charged by the agency.

(2) Upon receiving a request for public information, a public agency that is not an executive branch agency shall respond in a timely manner to the requesting person by:

- (a) making the public information maintained by the public agency available for inspection and copying by the requesting person; or
- (b) providing the requesting person with an estimate of the time it will take to fulfill the request if the public information cannot be readily identified and gathered ~~and as well as~~ any fees that may be charged pursuant to subsection (1)(c).

(3) (a) (i) An executive branch agency shall respond to a public information request by acknowledging receipt of the request within 5 business days of the agency's designated contact person receiving the request. Except for confidential, privileged, or otherwise protected information that is not subject to public disclosure under applicable law and information withheld from public scrutiny as provided in 2-6-1003, the executive branch agency shall respond by:

~~(i)(A)~~ making the public information maintained by the executive branch agency available in a timely manner for inspection and copying by the requesting person;

~~(ii)(B)~~ providing a specified public record to the requesting person within 5 working days of the executive branch agency's acknowledgment of receipt of the request if the request is for a single, specific, clearly identifiable, and readily available public record. ~~This subsection (3)(a)(ii) does not apply to requests pertaining only to a specified person or property, including requests for applications, vital records, licenses, permits, or registrations; or~~

~~(iii)(C)~~ responding as provided in subsection (3)(b).

~~(ii) Subsection (3)(a)(i)(B) does not apply to requests pertaining only to a specified person or property, including requests for applications, vital records, licenses, permits, or registrations.~~

(b) (i) If a request seeks public information that cannot be readily identified and gathered, the agency shall provide the requesting person an estimate of the time it will take to fulfill the request and any fees that may be charged pursuant to subsection (1)(c) and shall provide the public information to the requesting person in a timely manner, which may be, except as provided in subsection (3)(b)(ii), within either:

- (A) 90 days of the public agency's acknowledgment of the request; or
- (B) 6 months of the public agency's acknowledgment of the request if the agency determines 90

days is not feasible for a response and the agency provides the requesting person written notice explaining why the agency is unable to provide a response within 90 days.

(ii) If an executive branch agency requires a requesting person to pay an estimated fee pursuant to subsection (1)(c), the agency's obligation to respond to the request is suspended upon sending the estimate to the requesting person and remains suspended until the requesting person makes payment.

(c) An executive branch agency may request additional information or clarification from a requesting person for the purpose of expediting the agency's response to the request. If the agency has requested additional information or clarification, the agency's obligation to respond to the request is suspended until the requesting person provides the requested information or clarification or until the requesting person denies the agency's request for additional information or clarification. If a person requesting public information fails to respond within 30 days to an agency's request for additional information or clarification, the agency may close the request after notifying the requesting person.

(d) Each executive branch agency must have a designated contact for public information requests posted on its website.

(e) By ~~November 1, 2024, or~~ 1 month after this section becomes applicable to an executive branch agency, ~~whichever occurs second,~~ an executive branch agency that is subject to this subsection (3) shall:

(i) establish a public information request process describing the steps for submitting a request and the process the agency will follow when responding to a request for public information, which must be published on a state website;

(ii) provide statistics about public information requests received by the designated contact of the agency, including the number of requests and the agency's response time to fulfill or otherwise resolve the requests; and

(iii) retain and publish on a state website the public information requests the agency has received and the agency's response. Requests and responses must be available for 2 years from the date of the request. The agency is not required to publish requests or responses if the request:

(A) was not submitted according to the agency's posted process;

(B) pertains only to a specific person or property, including requests for applications, vital records, licenses, permits, registrations, and related supporting documents; or

(C) was for information accessible on a state website or other publication available at the time the request was made.

(4) (a) The secretary of state is authorized to charge fees under this section. The fees must be set and deposited in accordance with 2-15-405. The fees must be collected in advance.

(b) The secretary of state may not charge a fee to a member of the legislature or a public officer for any search relative to matters pertaining to the duties of the member's office or for a certified copy of any law or resolution passed by the legislature relative to the member's official duties.

(5) A public agency may charge the following fees:

(a) fees for making public information maintained by the public agency available for inspection and copying by the requesting person at the public agency. A public agency that incurs a cost may only charge for it once pursuant to subsections (5)(a)(i) through (5)(a)(v). These fees may include but are not limited to:

(i) fees not exceeding \$25 an hour for searching for, gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;

(ii) the actual cost to fulfill the request, subject to the limit provided in subsection (5)(a)(i);

(iii) the cost of providing the public information to the requester, including but not limited to copying and media costs;

(iv) a convenience fee as provided in 2-17-1102, if applicable; and

(v) other reasonable costs directly incurred by the public agency.

(b) fees for fulfilling a request for a single, specific, clearly identifiable, and readily available public record. A public agency that incurs a cost may only charge for it once pursuant to subsections (5)(b)(i) through (5)(b)(v). These fees may include but are not limited to:

(i) fees not exceeding \$25 an hour for gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;

(ii) the actual cost to fulfill the request, subject to the limit provided in subsection (5)(b)(i);

(iii) the cost of providing the public information to the requester, including but not limited to scanning, copying, media, postage, and shipping costs;

(iv) a convenience fee as provided in 2-17-1102, if applicable; and

(v) other reasonable costs directly incurred by the public agency.

(c) fees for fulfilling a request for public information that is not a request for a single, specific, clearly identifiable, and readily available public record. A public agency that incurs a cost may only charge for it once pursuant to subsection (5)(c)(i) through (5)(c)(vi). After the first hour of service, which is free after the filing fee in subsection (5)(c)(i) is paid, these fees may include but are not limited to:

(i) a filing fee not to exceed \$5;

(ii) fees not exceeding \$25 an hour for searching for, gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;

(iii) the actual cost to fulfill the request, subject to the limit provided in subsection (5)(c)(ii);

(iv) the cost of providing the public information to the requester, including but not limited to scanning, copying, media, postage, and shipping costs;

(v) a convenience fee as provided in 2-17-1102, if applicable; and

(vi) other reasonable costs directly incurred by the public agency."

Section 2. Section 2-6-1006, MCA, is amended to read:

"2-6-1006. Public information requests -- fees. (1) (a) A person may request public information from a public agency. A public agency shall make the means of requesting public information accessible to all persons.

(b) (i) All public agencies are governed by this subsection (1).

(ii) ~~A public agency that is not an executive branch agency~~ local government must meet the requirements of subsection (2) when responding to a public information request. A local government is not subject to subsection (3).

(iii) ~~(A) Except as provided in subsections (1)(b)(iii)(B) and (1)(b)(iv), all executive branch agencies~~ subsection (1)(b)(iv), a public agency that is not a local government must meet the requirements of subsection (3) when responding to a public information request.

~~(B) The provisions of subsection (3) apply to the secretary of state, the justice department, the superintendent of public instruction, and the state auditor beginning on October 1, 2025.~~

(iv) The secretary of state must meet the requirements of subsection (4) regarding fees.

(c) A public agency other than the office of the secretary of state may charge, ~~pursuant to this~~

~~subsection (1)(c), a fee for fulfilling a public information request. Except where a fee is otherwise provided for by law, the fee may not exceed the actual costs directly incident to fulfilling the request in the most cost efficient and timely manner possible~~ a fee pursuant to subsections (1)(e) and (5) and this subsection (1)(c). The fee must be documented. ~~The fee may include the time required to gather public information.~~ The public agency may require the requesting person to pay the estimated fee prior to identifying and gathering the requested public information.

(d) A public agency is not required to alter or customize public information to provide it in a form specified to meet the needs of the requesting person.

(e) If a public agency agrees to a request to customize a records request response, the costs of the customization may be included in the fees charged by the agency.

(2) Upon receiving a request for public information, ~~a public agency that is not an executive branch agency~~ local government shall respond in a timely manner to the requesting person by:

(a) making the public information maintained by the ~~public agency~~ local government available for inspection and copying by the requesting person; or

(b) providing the requesting person with an estimate of the time it will take to fulfill the request if the public information cannot be readily identified and gathered ~~and as well as~~ any fees that may be charged pursuant to ~~subsection (1)(c).~~

(3) (a) ~~(i) An executive branch agency~~ A public agency that is not a local government shall respond to a public information request by acknowledging receipt of the request within 5 business days of the agency's designated contact person receiving the request. Except for confidential, privileged, or otherwise protected information that is not subject to public disclosure under applicable law and information withheld from public scrutiny as provided in 2-6-1003, ~~the executive branch agency~~ a public agency that is not a local government shall respond by:

~~(i)(A)~~ (A) making the public information maintained by the ~~executive branch~~ agency available in a timely manner for inspection and copying by the requesting person;

~~(i)(B)~~ (B) providing a specified public record to the requesting person within 5 working days of the ~~executive branch~~ agency's acknowledgment of receipt of the request if the request is for a single, specific, clearly identifiable, and readily available public record. ~~This subsection (3)(a)(ii) does not apply to requests~~

~~pertaining only to a specified person or property, including requests for applications, vital records, licenses, permits, or registrations; or~~

~~(iii)(C) responding as provided in subsection (3)(b).~~

~~(ii) Subsection (3)(a)(i)(B) does not apply to requests pertaining only to a specified person or property, including requests for applications, vital records, licenses, permits, or registrations.~~

(b) (i) If a request seeks public information that cannot be readily identified and gathered, ~~the agency~~ a public agency that is not a local government shall provide the requesting person an estimate of the time it will take to fulfill the request and any fees that may be charged ~~pursuant to subsection (1)(c)~~ and shall provide the public information to the requesting person in a timely manner, which may be, except as provided in subsection (3)(b)(ii), within either:

(A) 90 days of the ~~public agency's~~ acknowledgment of the request; or

(B) 6 months of the ~~public agency's~~ acknowledgment of the request if the agency determines 90 days is not feasible for a response and the agency provides the requesting person written notice explaining why the agency is unable to provide a response within 90 days.

(ii) If an ~~executive branch~~ agency requires a requesting person to pay an estimated fee ~~pursuant to subsection (1)(c)~~, the agency's obligation to respond to the request is suspended upon sending the estimate to the requesting person and remains suspended until the requesting person makes payment.

(c) ~~An executive branch agency~~ A public agency that is not a local government may request additional information or clarification from a requesting person for the purpose of expediting the agency's response to the request. If the agency has requested additional information or clarification, the agency's obligation to respond to the request is suspended until the requesting person provides the requested information or clarification or until the requesting person denies the agency's request for additional information or clarification. If a person requesting public information fails to respond within 30 days to an agency's request for additional information or clarification, the agency may close the request after notifying the requesting person.

(d) Each ~~executive branch agency~~ public agency that is not a local government must have a designated contact for public information requests posted on its website.

(e) ~~By November 1, 2024, or 1 month after this section becomes applicable to an executive branch~~

~~agency, whichever occurs second, an executive branch agency that is subject to this subsection (3) November 1, 2026, a public agency that is not a local government shall:~~

(i) establish a public information request process describing the steps for submitting a request and the process the agency will follow when responding to a request for public information, which must be published on a state website;

(ii) provide statistics about public information requests received by the designated contact of the agency, including the number of requests and the agency's response time to fulfill or otherwise resolve the requests; and

(iii) retain and publish on a state website the public information requests the agency has received and the agency's response. Requests and responses must be available for 2 years from the date of the request. The agency is not required to publish requests or responses if the request:

(A) was not submitted according to the agency's posted process;

(B) pertains only to a specific person or property, including requests for applications, vital records, licenses, permits, registrations, and related supporting documents; or

(C) was for information accessible on a state website or other publication available at the time the request was made.

(4) (a) The secretary of state is authorized to charge fees under this section. The fees must be set and deposited in accordance with 2-15-405. The fees must be collected in advance.

(b) The secretary of state may not charge a fee to a member of the legislature or a public officer for any search relative to matters pertaining to the duties of the member's office or for a certified copy of any law or resolution passed by the legislature relative to the member's official duties.

(5) A public agency may charge the following fees:

(a) fees for making public information maintained by the public agency available for inspection and copying by the requesting person at the public agency. A public agency that incurs a cost may only charge for it once pursuant to subsection (5)(a)(i) through (5)(a)(v). These fees may include but are not limited to:

(i) fees not exceeding \$25 an hour for searching for, gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;

(ii) the actual cost to fulfill the request, subject to the limit provided in subsection (5)(a)(i);

(iii) the cost of providing the public information to the requester, including but not limited to copying and media costs;

(iv) a convenience fee as provided in 2-17-1102, if applicable; and

(v) other reasonable costs directly incurred by the public agency.

(b) fees for fulfilling a request for a single, specific, clearly identifiable, and readily available public record. A public agency that incurs a cost may only charge for it once pursuant to subsections (5)(b)(i) through (5)(b)(v). These fees may include but are not limited to:

(i) fees not exceeding \$25 an hour for gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;

(ii) the actual cost to fulfill the request, subject to the limit provided in subsection (5)(b)(i);

(iii) the cost of providing the public information to the requester, including but not limited to scanning, copying, media, postage, and shipping costs;

(iv) a convenience fee as provided in 2-17-1102, if applicable; and

(v) other reasonable costs directly incurred by the public agency.

(c) fees for fulfilling a request for public information that is not a request for a single, specific, clearly identifiable, and readily available public record. A public agency that incurs a cost may only charge for it once pursuant to subsections (5)(c)(i) through (5)(c)(vi). After the first hour of service, which is free after the filing fee in subsection (5)(c)(i) is paid, these fees may include but are not limited to:

(i) a filing fee not to exceed \$5;

(ii) fees not exceeding \$25 an hour for searching for, gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;

(iii) the actual cost to fulfill the request, subject to the limit provided in subsection (5)(c)(ii);

(iv) the cost of providing the public information to the requester, including but not limited to scanning, copying, media, postage, and shipping costs;

(v) a convenience fee as provided in 2-17-1102, if applicable; and

(vi) other reasonable costs directly incurred by the public agency."

Section 3. Section 2-6-1009, MCA, is amended to read:

"2-6-1009. Written notice of denial -- failure to meet response deadline -- civil action -- costs to prevailing party in certain actions to enforce constitutional or statutory rights. (1) A public agency that denies an information request to release information or records shall provide a written explanation for the denial.

(2) If a person who makes an information request receives a denial from a public agency and believes that the denial violates the provisions of this chapter, the person may file a complaint pursuant to the Montana Rules of Civil Procedure in district court.

(3) If a person who makes an information request to ~~an executive branch agency~~ a public agency that is not a local government does not receive a response from the agency as required in 2-6-1006(3), the person may file a complaint in district court.

(4) A person alleging a deprivation of rights who prevails in an action brought in district court to enforce the person's rights under Article II, section 9, of the Montana constitution or under the provisions of Title 2, chapter 6, parts 10 through 12, may be awarded costs and reasonable attorney fees."

Section 4. Severability. If a part of [this act] is invalid, all valid parts that are severable from the invalid part remain in effect. If a part of [this act] is invalid in one or more of its applications, the part remains in effect in all valid applications that are severable from the invalid applications.

Section 5. Effective dates. (1) Except as provided in subsection (2), [this act] is effective October 1, 2025.

(2) [Sections 2 and 3] are effective July 1, 2026.

Section 6. Termination. [Section 1] terminates June 30, 2026.

- END -

I hereby certify that the within bill,
HB 100, originated in the House.

Chief Clerk of the House

Speaker of the House

Signed this _____ day
of _____, 2025.

President of the Senate

Signed this _____ day
of _____, 2025.

HOUSE BILL NO. 100

INTRODUCED BY B. MERCER

BY REQUEST OF THE DEPARTMENT OF ADMINISTRATION

AN ACT GENERALLY REVISING PUBLIC RECORD LAWS; ESTABLISHING REQUIREMENTS AND DEADLINES FOR PUBLIC AGENCIES THAT ARE NOT LOCAL GOVERNMENTS; GENERALLY REVISING FEES FOR PUBLIC INFORMATION REQUESTS; ESTABLISHING A 2-YEAR RETENTION PERIOD OF INFORMATION REQUESTS AND RESPONSES FOR PUBLIC AGENCIES THAT ARE NOT LOCAL GOVERNMENTS; ESTABLISHING THE FEES THAT A PUBLIC AGENCY MAY CHARGE WHEN RESPONDING TO PUBLIC INFORMATION REQUESTS; PROVIDING THAT THE FIRST HOUR OF SERVICE NOT BE CHARGED; ESTABLISHING AN HOURLY FEE LIMIT; ALLOWING A PERSON TO FILE AN ACTION IN DISTRICT COURT IF A PUBLIC AGENCY THAT IS NOT A LOCAL GOVERNMENT FAILS TO MEET THE RESPONSE DEADLINE; AMENDING SECTIONS 2-6-1006 AND 2-6-1009, MCA; AND PROVIDING EFFECTIVE DATES AND A TERMINATION DATE.

Montana Code Annotated 2025

TITLE 2. GOVERNMENT STRUCTURE AND ADMINISTRATION

CHAPTER 6. PUBLIC RECORDS

Part 10. General Provisions

Public Information Requests -- Fees

2-6-1006. (Temporary) Public information requests -- fees. (1) (a) A person may request public information from a public agency. A public agency shall make the means of requesting public information accessible to all persons.

(b) (i) All public agencies are governed by this subsection (1).

(ii) A public agency that is not an executive branch agency must meet the requirements of subsection (2) when responding to a public information request.

(iii) Except as provided in subsection (1)(b)(iv), all executive branch agencies must meet the requirements of subsection (3) when responding to a public information request.

(iv) The secretary of state must meet the requirements of subsection (4) regarding fees.

(c) A public agency other than the office of the secretary of state may charge a fee pursuant to subsections (1) (e) and (5) and this subsection (1)(c). The fee must be documented. The public agency may require the requesting person to pay the estimated fee prior to identifying and gathering the requested public information.

(d) A public agency is not required to alter or customize public information to provide it in a form specified to meet the needs of the requesting person.

(e) If a public agency agrees to a request to customize a records request response, the costs of the customization may be included in the fees charged by the agency.

(2) Upon receiving a request for public information, a public agency that is not an executive branch agency shall respond in a timely manner to the requesting person by:

(a) making the public information maintained by the public agency available for inspection and copying by the requesting person; or

(b) providing the requesting person with an estimate of the time it will take to fulfill the request if the public information cannot be readily identified and gathered as well as any fees that may be charged.

(3) (a) (i) An executive branch agency shall respond to a public information request by acknowledging receipt of the request within 5 business days of the agency's designated contact person receiving the request. Except for confidential, privileged, or otherwise protected information that is not subject to public disclosure under applicable law and information withheld from public scrutiny as provided in **2-6-1003**, the executive branch agency shall respond by:

(A) making the public information maintained by the executive branch agency available in a timely manner for inspection and copying by the requesting person;

(B) providing a specified public record to the requesting person within 5 working days of the executive branch agency's acknowledgment of receipt of the request if the request is for a single, specific, clearly identifiable, and readily available public record; or

(C) responding as provided in subsection (3)(b).

(ii) Subsection (3)(a)(i)(B) does not apply to requests pertaining only to a specified person or property, including requests for applications, vital records, licenses, permits, or registrations.

(b) (i) If a request seeks public information that cannot be readily identified and gathered, the agency shall provide the requesting person an estimate of the time it will take to fulfill the request and any fees that may be charged and shall provide the public information to the requesting person in a timely manner, which may be, except as provided in subsection (3)(b)(ii), within either:

(A) 90 days of the public agency's acknowledgment of the request; or

(B) 6 months of the public agency's acknowledgment of the request if the agency determines 90 days is not feasible for a response and the agency provides the requesting person written notice explaining why the agency is unable to provide a response within 90 days.

(ii) If an executive branch agency requires a requesting person to pay an estimated fee, the agency's obligation to respond to the request is suspended upon sending the estimate to the requesting person and remains suspended until the requesting person makes payment.

(c) An executive branch agency may request additional information or clarification from a requesting person for the purpose of expediting the agency's response to the request. If the agency has requested additional information or clarification, the agency's obligation to respond to the request is suspended until the requesting person provides the requested information or clarification or until the requesting person denies the agency's request for additional information or clarification. If a person requesting public information fails to respond within 30 days to an agency's request for additional information or clarification, the agency may close the request after notifying the requesting person.

(d) Each executive branch agency must have a designated contact for public information requests posted on its website.

(e) By 1 month after this section becomes applicable to an executive branch agency, an executive branch agency that is subject to this subsection (3) shall:

(i) establish a public information request process describing the steps for submitting a request and the process the agency will follow when responding to a request for public information, which must be published on a state website;

(ii) provide statistics about public information requests received by the designated contact of the agency, including the number of requests and the agency's response time to fulfill or otherwise resolve the requests; and

(iii) retain and publish on a state website the public information requests the agency has received and the agency's response. Requests and responses must be available for 2 years from the date of the request. The agency is not required to publish requests or responses if the request:

(A) was not submitted according to the agency's posted process;

(B) pertains only to a specific person or property, including requests for applications, vital records, licenses, permits, registrations, and related supporting documents; or

(C) was for information accessible on a state website or other publication available at the time the request was made.

(4) (a) The secretary of state is authorized to charge fees under this section. The fees must be set and deposited in accordance with **2-15-405**. The fees must be collected in advance.

(b) The secretary of state may not charge a fee to a member of the legislature or a public officer for any search relative to matters pertaining to the duties of the member's office or for a certified copy of any law or resolution passed by the legislature relative to the member's official duties.

(5) A public agency may charge the following fees:

(a) fees for making public information maintained by the public agency available for inspection and copying by the requesting person at the public agency. A public agency that incurs a cost may only charge for it once pursuant to subsections (5)(a)(i) through (5)(a)(v). These fees may include but are not limited to:

(i) fees not exceeding \$25 an hour for searching for, gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;

(ii) the actual cost to fulfill the request, subject to the limit provided in subsection (5)(a)(i);

(iii) the cost of providing the public information to the requester, including but not limited to copying and media costs;

(iv) a convenience fee as provided in **2-17-1102**, if applicable; and

(v) other reasonable costs directly incurred by the public agency.

(b) fees for fulfilling a request for a single, specific, clearly identifiable, and readily available public record. A public agency that incurs a cost may only charge for it once pursuant to subsections (5)(b)(i) through (5)(b)(v). These fees may include but are not limited to:

(i) fees not exceeding \$25 an hour for gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;

(ii) the actual cost to fulfill the request, subject to the limit provided in subsection (5)(b)(i);

(iii) the cost of providing the public information to the requester, including but not limited to scanning, copying, media, postage, and shipping costs;

(iv) a convenience fee as provided in **2-17-1102**, if applicable; and

(v) other reasonable costs directly incurred by the public agency.

(c) fees for fulfilling a request for public information that is not a request for a single, specific, clearly identifiable, and readily available public record. A public agency that incurs a cost may only charge for it once pursuant to subsections (5)(c)(i) through (5)(c)(vi). After the first hour of service, which is free after the filing fee in subsection (5)(c)(i) is paid, these fees may include but are not limited to:

(i) a filing fee not to exceed \$5;

(ii) fees not exceeding \$25 an hour for searching for, gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;

(iii) the actual cost to fulfill the request, subject to the limit provided in subsection (5)(c)(ii);

(iv) the cost of providing the public information to the requester, including but not limited to scanning, copying, media, postage, and shipping costs;

(v) a convenience fee as provided in **2-17-1102**, if applicable; and

(vi) other reasonable costs directly incurred by the public agency. (*Terminates June 30, 2026--sec. 6, Ch. 479, L. 2025.*)

2-6-1006. (*Effective July 1, 2026*) **Public information requests -- fees.** (1) (a) A person may request public information from a public agency. A public agency shall make the means of requesting public information accessible to all persons.

(b) (i) All public agencies are governed by this subsection (1).

(ii) A local government must meet the requirements of subsection (2) when responding to a public information request. A local government is not subject to subsection (3).

(iii) Except as provided in subsection (1)(b)(iv), a public agency that is not a local government must meet the requirements of subsection (3) when responding to a public information request.

(iv) The secretary of state must meet the requirements of subsection (4) regarding fees.

(c) A public agency other than the office of the secretary of state may charge a fee pursuant to subsections (1) (e) and (5) and this subsection (1)(c). The fee must be documented. The public agency may require the requesting person to pay the estimated fee prior to identifying and gathering the requested public information.

(d) A public agency is not required to alter or customize public information to provide it in a form specified to meet the needs of the requesting person.

(e) If a public agency agrees to a request to customize a records request response, the costs of the customization may be included in the fees charged by the agency.

(2) Upon receiving a request for public information, a local government shall respond in a timely manner to the requesting person by:

(a) making the public information maintained by the local government available for inspection and copying by the requesting person; or

(b) providing the requesting person with an estimate of the time it will take to fulfill the request if the public information cannot be readily identified and gathered as well as any fees that may be charged.

(3) (a) (i) A public agency that is not a local government shall respond to a public information request by acknowledging receipt of the request within 5 business days of the agency's designated contact person receiving the request. Except for confidential, privileged, or otherwise protected information that is not subject to public disclosure under applicable law and information withheld from public scrutiny as provided in **2-6-1003**, a public agency that is not a local government shall respond by:

(A) making the public information maintained by the agency available in a timely manner for inspection and copying by the requesting person;

(B) providing a specified public record to the requesting person within 5 working days of the agency's acknowledgment of receipt of the request if the request is for a single, specific, clearly identifiable, and readily available public record; or

(C) responding as provided in subsection (3)(b).

(ii) Subsection (3)(a)(i)(B) does not apply to requests pertaining only to a specified person or property, including requests for applications, vital records, licenses, permits, or registrations.

(b) (i) If a request seeks public information that cannot be readily identified and gathered, a public agency that is not a local government shall provide the requesting person an estimate of the time it will take to fulfill the request and any fees that may be charged and shall provide the public information to the requesting person in a

timely manner, which may be, except as provided in subsection (3)(b)(ii), within either:

(A) 90 days of the agency's acknowledgment of the request; or

(B) 6 months of the agency's acknowledgment of the request if the agency determines 90 days is not feasible for a response and the agency provides the requesting person written notice explaining why the agency is unable to provide a response within 90 days.

(ii) If an agency requires a requesting person to pay an estimated fee, the agency's obligation to respond to the request is suspended upon sending the estimate to the requesting person and remains suspended until the requesting person makes payment.

(c) A public agency that is not a local government may request additional information or clarification from a requesting person for the purpose of expediting the agency's response to the request. If the agency has requested additional information or clarification, the agency's obligation to respond to the request is suspended until the requesting person provides the requested information or clarification or until the requesting person denies the agency's request for additional information or clarification. If a person requesting public information fails to respond within 30 days to an agency's request for additional information or clarification, the agency may close the request after notifying the requesting person.

(d) Each public agency that is not a local government must have a designated contact for public information requests posted on its website.

(e) By November 1, 2026, a public agency that is not a local government shall:

(i) establish a public information request process describing the steps for submitting a request and the process the agency will follow when responding to a request for public information, which must be published on a state website;

(ii) provide statistics about public information requests received by the designated contact of the agency, including the number of requests and the agency's response time to fulfill or otherwise resolve the requests; and

(iii) retain and publish on a state website the public information requests the agency has received and the agency's response. Requests and responses must be available for 2 years from the date of the request. The agency is not required to publish requests or responses if the request:

(A) was not submitted according to the agency's posted process;

(B) pertains only to a specific person or property, including requests for applications, vital records, licenses, permits, registrations, and related supporting documents; or

(C) was for information accessible on a state website or other publication available at the time the request was made.

(4) (a) The secretary of state is authorized to charge fees under this section. The fees must be set and deposited in accordance with **2-15-405**. The fees must be collected in advance.

(b) The secretary of state may not charge a fee to a member of the legislature or a public officer for any search relative to matters pertaining to the duties of the member's office or for a certified copy of any law or resolution passed by the legislature relative to the member's official duties.

(5) A public agency may charge the following fees:

(a) fees for making public information maintained by the public agency available for inspection and copying by the requesting person at the public agency. A public agency that incurs a cost may only charge for it once pursuant to subsections (5)(a)(i) through (5)(a)(v). These fees may include but are not limited to:

(i) fees not exceeding \$25 an hour for searching for, gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;

(ii) the actual cost to fulfill the request, subject to the limit provided in subsection (5)(a)(i);

(iii) the cost of providing the public information to the requester, including but not limited to copying and media costs;

(iv) a convenience fee as provided in **2-17-1102**, if applicable; and

(v) other reasonable costs directly incurred by the public agency.

(b) fees for fulfilling a request for a single, specific, clearly identifiable, and readily available public record. A public agency that incurs a cost may only charge for it once pursuant to subsections (5)(b)(i) through (5)(b)(v). These fees may include but are not limited to:

(i) fees not exceeding \$25 an hour for gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;

(ii) the actual cost to fulfill the request, subject to the limit provided in subsection (5)(b)(i);

(iii) the cost of providing the public information to the requester, including but not limited to scanning, copying, media, postage, and shipping costs;

(iv) a convenience fee as provided in **2-17-1102**, if applicable; and

(v) other reasonable costs directly incurred by the public agency.

(c) fees for fulfilling a request for public information that is not a request for a single, specific, clearly identifiable, and readily available public record. A public agency that incurs a cost may only charge for it once pursuant to subsections (5)(c)(i) through (5)(c)(vi). After the first hour of service, which is free after the filing fee in subsection (5)(c)(i) is paid, these fees may include but are not limited to:

(i) a filing fee not to exceed \$5;

(ii) fees not exceeding \$25 an hour for searching for, gathering, reviewing, processing, and providing information in the most cost-efficient and timely manner possible;

(iii) the actual cost to fulfill the request, subject to the limit provided in subsection (5)(c)(ii);

(iv) the cost of providing the public information to the requester, including but not limited to scanning, copying, media, postage, and shipping costs;

(v) a convenience fee as provided in **2-17-1102**, if applicable; and

(vi) other reasonable costs directly incurred by the public agency.

History: En. Sec. 4, Ch. 348, L. 2015; amd. Sec. 1, Ch. 439, L. 2023; amd. Sec. 1, Ch. 479, L. 2025, Sec. 2, Ch. 479, L. 2025.

Disclaimer: The Internet version of the Montana Code Annotated is provided as a research tool to users of the Code. In case of inconsistencies resulting from omissions or other errors, the printed version will prevail.

RESOLUTION NO. R25-18

A RESOLUTION OF THE CITY COUNCIL TO ADOPT AN OFFICIAL SCHEDULE OF FEES AND CHARGES FOR THE CITY OF LAUREL AND REPEALING ALL PREVIOUS RESOLUTIONS THAT SET FEES OR CHARGES THAT CONFLICT WITH THE SCHEDULE ATTACHED HERETO UPON ITS EFFECTIVE DATE.

WHEREAS, the Laurel Municipal Code requires the City Council to review, modify, and/or update its fees and charges on an annual basis through further Resolution of the City Council;

WHEREAS, City Staff prepared the attached Schedule of Fees and Charges, incorporated herein, for the City Council's consideration and adoption after public hearing until further Resolution of the City Council;

WHEREAS, on the 25th day of February 2025, the City Council adopted Resolution No. R25-17, a Resolution of Intent to adopt the updated Schedule of Fees and Charges and set a public hearing for the 11th day of March 2025; and

WHEREAS, a public hearing was held on the 11th day of March 2025, in order to provide opportunity for public input prior to adoption of the updated Schedule of Fees and Charges.

NOW THEREFORE BE IT RESOLVED by the City Council that the attached Schedule of Fees and Charges is reasonable and in the best interests of the City of Laurel; and

NOW THEREFORE BE IT FURTHER RESOLVED that the City Council hereby approves the Schedule of Fees and Charges attached hereto and incorporated by reference herein.

Introduced at a regular meeting of the City Council on the 11th day of March 2025 by Council Member Banks.

PASSED and APPROVED by the City Council of the City of Laurel, Montana on the 11th day of March 2025.

APPROVED by the Mayor on the 11th day of March 2025.



CITY OF LAUREL



Dave Waggoner, Mayor

ATTEST:


Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:


Michele L. Braukmann, Civil City Attorney

**CITY OF LAUREL
SCHEDULE OF FEES AND CHARGES
AS OF TUESDAY MARCH 11, 2025/ RESOLUTION NO. R25-18**

Administrative, City Attorney, and Court Fees and Charges (except Library)

<u>Item</u>	<u>Fee</u>
Returned Check	\$50.00
Document Photocopying	
First three pages	No Charge
Copies in excess of three pages per page	\$0.25
Discovery Fee	
Fee for production of discovery documents – Flat fee for USB Drive	\$10.00
Additional Discovery Fee for Mailed Documents	\$10.00
Public Records Request/FOIA Request	
Research City Records (Per Hour)	\$50.00
Research by Contracted Staff (Per Hour)	\$150.00- \$250.00
Research by City Attorney (Per Hour)	\$250.00
Dog License Fees and Renewals before April 1 (Must be renewed each year)	
Spayed Female/Neutered Male	\$20.00
Un-spayed Female/Un-neutered Male	\$30.00
Dog License Renewals after April 1	
Spayed Female/Neutered Male	\$30.00
Un-spayed Female/Un-neutered Male	\$40.00
Dog Kennel before April 1 (Must be renewed each year)	
Non-Commercial	\$50.00
Commercial	\$75.00
Chicken License Fee – Flat Fee	\$25.00
Business License	
General	\$100.00
Beer and/or Wine	\$400.00
Three Apartments	\$50.00
Four Apartments	\$60.00
Five or more Apartments	\$95.00
Pawn Shop	\$200.00
Utilities	\$400.00
Amusement Machines	\$100.00
Live Music	\$100.00
Junk	\$100.00
Liquor	\$500.00
Franchises	\$400.00
Sexually Oriented Business	\$750.00

Police Department Fees and Charges

<u>Item</u>	<u>Fee</u>
Victims Report	\$10.00
Case Report	\$40.00
Case Report with Pictures	\$55.00
Vehicle Accident Report – Form Only	\$20.00
Vehicle Accident Report with Pictures	\$35.00
Audio Recording	\$75.00
Vehicle Impound – Per Day 1 st Week	\$45.00
Vehicle Impound – Per Day after 1 st Week	\$70.00
Dog Impound Fee – 1 st in Calendar Year	\$35.00
Dog Impound Fee – Subsequent in Calendar Year	\$50.00
Dog Boarding Fee – 24 Hours After Notification – Per Day	\$100.00
Fingerprint Card	\$35.00
Subsequent Fingerprint Cards – Per Card	\$5.00
False Alarm – 3 rd and Consecutive in Calendar Year	\$100.00

Library Fees and Charges

<u>Item</u>	<u>Fee</u>
Photocopy Fees – per page	
Black & White	\$0.10
Color	\$0.20
Printer Fees – per page	
Black and White	\$0.10
Color	\$0.20
Lost or Damaged Book	Cost
Library Cards for Non-Residents	No Charge
Interlibrary Loan Postage (per item not available via Courier – after 3)	\$5.00
Community Room	
Use during library hours – for profit fee charged - per hour	\$3.00
Use after hours (per hour or any portion of an hour – for profit)	\$30.00
Refundable Cleaning Deposit	\$30.00
Library Card Replacement Fee (per card)	\$2.00
Fax Fees (per page)	
Send	No Charge
Receive	\$0.10

Fire Department Fees and Charges

<u>Item</u>	<u>Fee</u>
Incident Report (NFIRS Copy)	\$50.00
Photograph Copies – Digital (USB)	\$35.00
Fire Suppression Fees Charged to Non-Resident or for Code or Ordinance Violations	
Base Rate for First Hour of Response for Working Fires, Rescue Operations, Hazmat or Large-Scale Incidents	\$2,000.00
Base Rate for First Hour of Service Assist Calls or Minor Calls	\$1,500.00
For Each Fireman – Per Hour	\$50.00
Base Rate for Assist and Investigate – Per Hour	\$250.00
Rates for Additional Hours after the First Hour of Any Response (Time Calculated from Time of Response to Return to Service)	
Engine #1	\$500.00
Engine #2	\$500.00
Engine #4	\$500.00
Squad 5	\$500.00
Tender #1	\$225.00
Tender #2	\$225.00
Support #1	\$225.00
Command 1	\$250.00
Command 2	\$250.00
Brush #3	\$250.00
Brush #4	\$250.00
Brush #5	\$250.00
Business Inspections within jurisdiction – Marketing Fireworks, Firecrackers, and other Pyrotechnics	\$250.00
False Fire Alarms – Per Calendar Year	
First	No Charge
Second	\$400.00
Third	\$800.00
Fourth+	\$1,000.00
Fire Extinguisher Training	
10 Students	\$250.00
Additional Per Student	\$25.00

Emergency Medical Service Fees and Charges

<u>Code</u>	<u>Definition</u>	<u>Charge</u>
A0425	Ambulance Mileage (per loaded mile)	\$20.00
A0428	Transport, BLS non-emergent	\$850.00
	Out of District Fee	\$150.00
A0429	Transport, BLS emergent	\$1,200.00
	Out of District Fee	\$150.00
A0426	Transport, ALS non-emergent	\$1,000.00
	Out of District Fee	\$150.00
A0427	Transport, ALS emergent	\$1,400.00
	Out of District Fee	\$150.00
A0433	Transport, ALS 2 emergent	\$1,600.00
	Out of District Fee	\$150.00
A0434	Specialty Care Transport	\$2,000.00
A0424	Extra Ambulance Attendant	\$100.00
A0382	BLS routine supplies	\$100.00
A0398	ALS routine supplies	\$200.00
A0384	Defibrillation supplies	\$160.00
A0394	IV Supplies	\$75.00
A0396	Intubation	\$175.00
A0422	Oxygen	\$75.00
A0420	Waiting time (with patient)	\$75.00
	Stand by Rate QRU (1 person) (per hour)	\$75.00
	Stand by Rate Ambulance (2 person) (per hour)	\$100.00
TNT1	Simple response (lift assist, etc.)	\$25.00
TNT2	Response, treatment using BLS Supplies / no transport	\$50.00
TNT3	Response, treatment using ALS or ALS2 Supplies / no transport	\$100.00
	Glucagon	\$300.00
	Patient Care Report Copy (HIPAA Compliant)	\$25.00

Public Works: Water Rates and Charges

<u>Item</u>	<u>Fee</u>
See Current Resolution (Resolution No. R24-100)	
System Development Fees (Based on Line Size) - Water	
¾ Inch	\$2,500.00
1 Inch	\$4,475.00
1 ¼ Inch	\$6,950.00
1 ½ Inch	\$10,000.00
2 Inch	\$17,850.00
3 Inch	\$40,000.00
4 Inch	\$71,425.00
Connections to the water system with meters larger than 4 inches or when the unique usage characteristics of a large water user may require, the City will determine the system development fee at that time if the City can provide the services as requested.	
Curb Box Repair Insurance Fee – Per Month Per Water Account	\$1.00
Utility Hook-Up Fees	
Water Tapping – Two Inches or Less	\$250.00
Water Tapping – Greater Than Two Inches	Fee x 1.25
Labor/Operator Rate Per Hour	\$60.00
Heavy Equipment Rate Per Hour	\$100.00
Other Fees for Repairs, etc.	
Frozen or Damaged Meter	
Replacement Meter or Meter Parts	Cost + 25%
Plus the Labor/Operator Rate Per Hour	\$60.00
OR Overtime Hourly Rate if Called Out After Hours	\$90.00
Hydrant Meter Rental – Per Month (Prorated Plus the Total Usage)	\$476.00
Utility Billing Fees and Deposits	
New Accounts or Re-Establishing an Account	\$35.00
Restoring Service to a Delinquent Account	\$75.00
Deposit for New Meter Accounts, No Service in Previous Year	\$170.00
Charge for Check Returned by Bank as Unpaid	\$50.00

Public Works: Wastewater Rates and Charges

<u>Item</u>	<u>Fee</u>
See Current Resolution (Resolution No. R24-100)	
Septic Dump Fee -	\$60.00 Minimum up to 1,000 Gallons plus \$0.06 per gallon thereafter
Septic Clean-up Fee for Spillage (Resolution No. R15-96)	\$40.00
System Development Fees (Based on Line Size) – Sewer	
Residential – Each Housing Unit (Duplex=2 units; Triplex=3 units; Four-plex=4 units; etc.	\$2,700.00
Commercial – Based on Water Meter Size; Includes Subdivision for Rent or Lease	
¾ Inch	\$2,700.00
1 Inch	\$4,833.00
1 ¼ Inch	\$7,506.00
1 ½ Inch	\$10,800.00
2 Inch	\$19,278.00
3 Inch	\$43,200.00
4 Inch	\$77,139.00
Connections to the wastewater system with water meters larger than 4 inches or when the unique usage characteristics of a large water user may require, the City will determine the system development fee at that time if the City can provide the service as requested.	

Public Works: Solid Waste Fees and Charges

<u>Item</u>	<u>Fee</u>
See Current Resolution (Resolution No. R22-77)	
Multiple Containers – Non-Residential users who use multiple containers shall be assigned a volume of use variable for each container used.	
Roll Off Container Set/Reset	\$30.00
Roll Off Container Haul	\$150.00
Roll Off Container Cost per Ton	Current Billings Landfill Rates
Replacement Waste Container – Due to Negligence	Cost x 1.50
All Tires – Per Tire	\$5.00
Container Site Waste – Business and Non-City Residents and/or City Residents that do not use City Solid Waste Services	
Minimum	\$10.00
Per Additional Cubic Yard	\$10.00
Non-Residential Garbage Disposal Rate Schedule – See Current Resolution (R22-77)	

Park and Recreation Fees and Charges

<u>Item</u>	<u>Fee</u>
Shelter Reservation	\$50.00
Special Event Application Fee	\$35.00
Special Event in Parks	
One Day Closure	\$100.00
Two Day Closure	\$150.00
Youth Activities	Fee can be waived by the Mayor
Garbage Cans for Special Events – Per 100 Gallons – Prepaid	Residential Garbage Rate
Special Event Clean-Up Fee – Per Hour/Per Employee	\$45.00
Riverside Park Camping Fees	
Tent Space (per night)	\$20.00
Back-in Space (per night)	\$25.00
Pull Through Space (per night)	\$30.00

Cemetery Fees and Charges

<u>Item</u>	<u>Fee</u>
Please Note: Cemetery Caretaker must be present at all interments. Please Note: Burials are not permitted on Sundays, holidays, or Saturday afternoons.	
City Residents	
Full Grave	\$650.00
Baby Grave	\$500.00
Non-Residents	
Full Grave	\$800.00
Baby Grave	\$550.00
Opening and Closing	
Full Grave	\$480.00
Full Grave on Saturday mornings	\$580.00
Baby Grave	\$400.00
Baby Grave on Saturday mornings	\$450.00
Cremation	\$300.00
Cremation on Saturday mornings	\$350.00
Two Cremations on single plot	\$375.00
Two Cremations on single plot on Saturday mornings	\$450.00
Set Cremation Urn at existing Headstones	\$75.00
Private Sale of any plot – Transfer Processing Fee	\$75.00
Disinterment Fee for full burial	\$600.00
Disinterment Fee for cremains	\$500.00

Planning Fees and Charges

<u>Item</u>	<u>Fee</u>	<u>Notes</u>
Annexation into the City of Laurel (80 acres or less)	\$ 750.00	+ \$35.00/acre
Annexation into the City of Laurel (81 acres or more)	\$ 750.00	+ \$55.00/acre
Cash in Lieu of Parking spaces outside of the Central Business District	\$ 850.00	+ \$25.00/space
Conditional Use Application (Commercial)	\$ 1,350.00	
Conditional Use Application (Residential)	\$ 850.00	
Floodplain Permit	\$ 300.00	
Home Occupations	\$ 200.00	
Outdoor Seating	\$ 300.00	+\$25.00/day
Planned Unit Development Concept Plan	\$ 850.00	
Planned Unit Development Preliminary Plan	\$ 1,350.00	+\$50.00/acre
Planned Unit Development Final Plan	\$ 1,600.00	+\$25.00/acre
Review of Buildings for Lease or Rent	\$ 350.00	
Site Plan Review Fee (Commercial)	\$ 600.00	
Site Plan Review Fee (Residential)	\$ 350.00	
Special Review (Commercial)	\$ 1,350.00	
Special Review (Residential)	\$ 850.00	
Special Review Applications resubmitted within one year of a withdrawal request made after the legal advertising	\$ 600.00	
Staff Research	\$ 50.00	Per Hour
Temporary Use Permit	\$ 450.00	
Vacation of Street or Alley	\$ 350.00	
Variance (Commercial)	\$ 1,350.00	
Variance (Residential)	\$ 850.00	
Variance Applications resubmitted within one year of a withdrawal request made after the legal advertising	\$ 850.00	
Zone Change	\$ 1,350.00	+ \$45.00/acre
Zone Change Applications resubmitted within 1 year of a withdrawal request made after the legal advertising	\$ 850.00	
Zoning Compliance/Verification Letter	\$ 200.00	
Zoning Map Amendment	\$ 1,750.00	+ \$45.00/acre

Subdivision Fees and Charges

<u>Item</u>	<u>Fee</u>	<u>Notes</u>
Corrections or Adjustments to Plats, Conditions, and Supporting Documents after Preliminary Plat Approval:	\$ 350.00	
Corrections or Vacations of Recorded Final Subdivision Plats or Supporting Documents	\$ 350.00	
Exempt Subdivision	\$ 400.00	
Preliminary Plat (Minor)	\$ 1,950.00	+ \$50.00/lot
Final Plat (Minor)	\$ 1,350.00	
Preliminary Plat, Major Subdivision, 6 to 40 lots	\$ 2,250.00	+ \$25.00/lot
Final Plat, Major Subdivision, 6 to 40 lots	\$ 1,750.00	
Preliminary Plat, Major Subdivision, 41 to 200 lots	\$ 2,950.00	+ \$25.00/lot
Final Plat, Major Subdivision, 41 to 200 lots	\$ 2,500.00	
Preliminary Plat, Major Subdivision, Over 200 lots	\$ 3,750.00	+ \$25.00/lot
Final Plat, Major Subdivision, Over 200 lots	\$ 3,500.00	
Major Adjustments for Minor Subdivisions	\$ 750.00	
Major Adjustments for Major Subdivision, 6 to 40 lots	\$ 1,350.00	
Major Adjustments for Major Subdivision, 41 to 200 lots	\$ 1,850.00	
Major Adjustments for Major Subdivision, Over 200 lots	\$ 2,350.00	
Minor Adjustments, Major and Minor Subdivisions	\$ 350.00	
Pre-Application Meeting	\$ 750.00	+ \$25.00/lot
Subdivision for Rent or Lease, Final Plan	\$ 1,500.00	
Subdivision for Rent or Lease, Preliminary Plan	\$ 1,250.00	
All Appeals the same as the Application Fee		

Building Permit Fees and Charges

<u>Item</u>	<u>Fee</u>	<u>Notes</u>
Additional Plan Review required by changes, additions or revisions to plans (minimum charge - one half hour)	\$ 100.00	Per Hour
Additional Re-Inspection Fee	\$ 100.00	
Building Permit	-	See Appx. A
Deck Permit	\$25.00	Per sq.ft.
Demolition Permit – Residential	\$500.00	
Demolition Permit – Commercial	-	See Appx. A
Encroachment Permit	\$ 150.00	
Fence Permit	\$ 100.00	
Fire Inspection (includes one follow-up inspection)	\$ 100.00	
Mobile Home Blocking Permit (includes two-meter inspections)	\$ 100.00	
Moving Permit	\$ 250.00	
On-site Pre-building Inspection (New & Additions)	\$30.00	
Photocopies (over 3 pages)	\$ 0.25	Per Page
Plan Review (Commercial)	-	65% of Building Permit Fee
Plan Review (Residential)	-	50% of Building Permit Fee
Plotter Photocopies	\$ 10.00	Per page
Right-of-way Excavation Permit (Gravel)	\$ 150.00	
Right-of-way Excavation Permit (Paved)	\$ 200.00	
Roofing Permit (Commercial)	\$ 250.00	
Roofing Permit (Residential)	\$ 150.00	
Siding Installation Permit	\$ 100.00	
Sidewalk, Driveway Approach, Curb & Gutter Permit	\$ 150.00	
Sign Permit	\$1.00	Per sq.ft.
Sign Plan Review Fees	\$2.00	Per sq.ft.
Sign – Face Change	\$30.00	Per face
Temporary Sign Permit	\$ 75.00	
Temporary Structure Permit	\$ 150.00	
Window and/or Door Replacement Installation Permit – No Structural Modifications	\$ 75.00	Per structure or building

APPENDIX A: BUILDING PERMIT FEES and Charges

Building permit fees are determined by the total valuation of the project. For new construction and additions, the total valuation is determined by the most recent valuation data published by the International Code Council. For remodel projects, the total valuation is based on the documented project cost. (RPR is Residential Plan Review, CPR is Commercial Plan Review)

<u>Valuation</u>		<u>Building Permit</u>	<u>Residential Plan Review</u>	<u>Commercial Plan Review</u>
<u>From</u>	<u>To</u>			
\$ 1.00	\$ 500.00	\$ 36.00	\$ 18.00	\$ 23.40
\$ 501.00	\$ 600.00	\$ 40.50	\$ 20.25	\$ 26.33
\$ 601.00	\$ 700.00	\$ 45.00	\$ 22.50	\$ 29.25
\$ 701.00	\$ 800.00	\$ 49.50	\$ 24.75	\$ 32.18
\$ 801.00	\$ 900.00	\$ 54.00	\$ 27.00	\$ 35.10
\$ 901.00	\$ 1,000.00	\$ 58.50	\$ 29.25	\$ 38.03
\$ 1,001.00	\$ 1,100.00	\$ 63.00	\$ 31.50	\$ 40.95
\$ 1,101.00	\$ 1,200.00	\$ 67.50	\$ 33.75	\$ 43.88
\$ 1,201.00	\$ 1,300.00	\$ 72.00	\$ 36.00	\$ 46.80
\$ 1,301.00	\$ 1,400.00	\$ 76.50	\$ 38.25	\$ 49.73
\$ 1,401.00	\$ 1,500.00	\$ 81.00	\$ 40.50	\$ 52.65
\$ 1,501.00	\$ 1,600.00	\$ 85.50	\$ 42.75	\$ 55.58
\$ 1,601.00	\$ 1,700.00	\$ 90.00	\$ 45.00	\$ 58.50
\$ 1,701.00	\$ 1,800.00	\$ 94.50	\$ 47.25	\$ 61.43
\$ 1,801.00	\$ 1,900.00	\$ 99.00	\$ 49.50	\$ 64.35
\$ 1,901.00	\$ 2,000.00	\$ 103.50	\$ 51.75	\$ 67.28
\$ 2,001.00	\$ 3,000.00	\$ 125.50	\$ 62.25	\$ 80.93
\$ 3,001.00	\$ 4,000.00	\$ 145.50	\$ 72.75	\$ 94.58
\$ 4,001.00	\$ 5,000.00	\$ 166.50	\$ 83.25	\$ 108.23
\$ 5,001.00	\$ 6,000.00	\$ 187.50	\$ 93.75	\$ 121.88
\$ 6,001.00	\$ 7,000.00	\$ 208.50	\$ 104.25	\$ 135.53
\$ 7,001.00	\$ 8,000.00	\$ 229.50	\$ 114.75	\$ 149.18
\$ 8,001.00	\$ 9,000.00	\$ 250.50	\$ 125.25	\$ 162.83
\$ 9,001.00	\$ 10,000.00	\$ 271.50	\$ 135.75	\$ 176.48
\$ 10,001.00	\$ 11,000.00	\$ 292.50	\$ 146.25	\$ 190.13
\$ 11,001.00	\$ 12,000.00	\$ 313.50	\$ 156.75	\$ 203.78
\$ 12,001.00	\$ 13,000.00	\$ 335.50	\$ 167.25	\$ 217.43
\$ 13,001.00	\$ 14,000.00	\$ 355.50	\$ 177.75	\$ 231.08
\$ 14,001.00	\$ 15,000.00	\$ 376.50	\$ 188.25	\$ 244.73
\$ 15,001.00	\$ 16,000.00	\$ 397.50	\$ 198.75	\$ 258.38
\$ 16,001.00	\$ 17,000.00	\$ 418.50	\$ 209.25	\$ 272.03
\$ 17,001.00	\$ 18,000.00	\$ 439.50	\$ 219.75	\$ 285.68

\$ 18,001.00	\$ 19,000.00	\$ 460.50	\$ 230.25	\$ 299.33
\$ 19,001.00	\$ 20,000.00	\$ 481.50	\$ 240.75	\$ 312.98
\$ 20,001.00	\$ 21,000.00	\$ 502.50	\$ 251.25	\$ 326.63
\$ 21,001.00	\$ 22,000.00	\$ 523.50	\$ 261.75	\$ 340.28
\$ 22,001.00	\$ 23,000.00	\$ 544.50	\$ 272.25	\$ 353.93
\$ 23,001.00	\$ 24,000.00	\$ 565.50	\$ 282.75	\$ 367.58
\$ 24,001.00	\$ 25,000.00	\$ 586.50	\$ 293.25	\$ 381.23
\$ 25,001.00	\$ 26,000.00	\$ 601.50	\$ 300.75	\$ 390.98
\$ 26,001.00	\$ 27,000.00	\$ 616.50	\$ 308.25	\$ 400.73
\$ 27,001.00	\$ 28,000.00	\$ 633.00	\$ 316.50	\$ 411.45
\$ 28,001.00	\$ 29,000.00	\$ 648.00	\$ 324.00	\$ 421.20
\$ 29,001.00	\$ 30,000.00	\$ 663.00	\$ 331.50	\$ 430.95
\$ 30,001.00	\$ 31,000.00	\$ 678.00	\$ 339.00	\$ 440.70
\$ 31,001.00	\$ 32,000.00	\$ 693.00	\$ 346.50	\$ 450.45
\$ 32,001.00	\$ 33,000.00	\$ 708.00	\$ 354.00	\$ 460.20
\$ 33,001.00	\$ 34,000.00	\$ 723.00	\$ 361.50	\$ 469.95
\$ 34,001.00	\$ 35,000.00	\$ 738.00	\$ 369.00	\$ 479.70
\$ 35,001.00	\$ 36,000.00	\$ 753.00	\$ 376.50	\$ 489.45
\$ 36,001.00	\$ 37,000.00	\$ 768.00	\$ 384.00	\$ 499.20
\$ 37,001.00	\$ 38,000.00	\$ 784.50	\$ 392.25	\$ 509.93
\$ 38,001.00	\$ 39,000.00	\$ 799.50	\$ 399.75	\$ 519.68
\$ 39,001.00	\$ 40,000.00	\$ 814.50	\$ 407.25	\$ 529.43
\$ 40,001.00	\$ 41,000.00	\$ 829.50	\$ 414.75	\$ 539.18
\$ 41,001.00	\$ 42,000.00	\$ 844.50	\$ 422.25	\$ 548.93
\$ 42,001.00	\$ 43,000.00	\$ 859.50	\$ 429.75	\$ 558.68
\$ 43,001.00	\$ 44,000.00	\$ 874.50	\$ 437.25	\$ 568.43
\$ 44,001.00	\$ 45,000.00	\$ 889.50	\$ 444.75	\$ 578.18
\$ 45,001.00	\$ 46,000.00	\$ 904.50	\$ 452.25	\$ 587.93
\$ 46,001.00	\$ 47,000.00	\$ 919.50	\$ 459.75	\$ 597.68
\$ 47,001.00	\$ 48,000.00	\$ 934.50	\$ 467.25	\$ 607.43
\$ 48,001.00	\$ 49,000.00	\$ 949.50	\$ 474.75	\$ 617.18
\$ 49,001.00	\$ 50,000.00	\$ 964.50	\$ 482.25	\$ 626.93
\$ 50,001.00	\$ 51,000.00	\$ 976.50	\$ 488.25	\$ 634.73
\$ 51,001.00	\$ 52,000.00	\$ 987.00	\$ 493.50	\$ 641.55
\$ 52,001.00	\$ 53,000.00	\$ 997.50	\$ 498.75	\$ 648.38
\$ 53,001.00	\$ 54,000.00	\$ 1,008.00	\$ 504.00	\$ 655.20
\$ 54,001.00	\$ 55,000.00	\$ 1,018.50	\$ 509.25	\$ 662.03
\$ 55,001.00	\$ 56,000.00	\$ 1,029.00	\$ 514.50	\$ 668.85
\$ 56,001.00	\$ 57,000.00	\$ 1,039.50	\$ 519.75	\$ 675.68
\$ 57,001.00	\$ 58,000.00	\$ 1,050.00	\$ 525.00	\$ 682.50
\$ 58,001.00	\$ 59,000.00	\$ 1,060.50	\$ 530.25	\$ 689.33

\$ 59,001.00	\$ 60,000.00	\$ 1,071.00	\$ 535.50	\$ 696.15
\$ 60,001.00	\$ 61,000.00	\$ 1,081.50	\$ 540.75	\$ 702.98
\$ 61,001.00	\$ 62,000.00	\$ 1,092.00	\$ 546.00	\$ 709.80
\$ 62,001.00	\$ 63,000.00	\$ 1,102.50	\$ 551.25	\$ 716.63
\$ 63,001.00	\$ 64,000.00	\$ 1,113.00	\$ 556.50	\$ 723.45
\$ 64,001.00	\$ 65,000.00	\$ 1,123.50	\$ 561.75	\$ 730.28
\$ 65,001.00	\$ 66,000.00	\$ 1,134.00	\$ 567.00	\$ 737.10
\$ 66,001.00	\$ 67,000.00	\$ 1,144.50	\$ 572.25	\$ 743.93
\$ 67,001.00	\$ 68,000.00	\$ 1,155.00	\$ 577.50	\$ 750.75
\$ 68,001.00	\$ 69,000.00	\$ 1,165.50	\$ 582.75	\$ 757.58
\$ 69,001.00	\$ 70,000.00	\$ 1,176.00	\$ 588.00	\$ 764.40
\$ 70,001.00	\$ 71,000.00	\$ 1,186.50	\$ 593.25	\$ 771.23
\$ 71,001.00	\$ 72,000.00	\$ 1,197.00	\$ 598.50	\$ 778.05
\$ 72,001.00	\$ 73,000.00	\$ 1,207.50	\$ 603.75	\$ 784.88
\$ 73,001.00	\$ 74,000.00	\$ 1,218.00	\$ 609.00	\$ 791.70
\$ 74,001.00	\$ 75,000.00	\$ 1,228.50	\$ 614.25	\$ 798.53
\$ 75,001.00	\$ 76,000.00	\$ 1,239.00	\$ 619.50	\$ 805.35
\$ 76,001.00	\$ 77,000.00	\$ 1,249.50	\$ 624.75	\$ 812.18
\$ 77,001.00	\$ 78,000.00	\$ 1,260.00	\$ 630.00	\$ 819.00
\$ 78,001.00	\$ 79,000.00	\$ 1,270.50	\$ 635.25	\$ 825.83
\$ 79,001.00	\$ 80,000.00	\$ 1,281.00	\$ 640.50	\$ 832.65
\$ 80,001.00	\$ 81,000.00	\$ 1,291.50	\$ 645.75	\$ 839.48
\$ 81,001.00	\$ 82,000.00	\$ 1,302.00	\$ 651.00	\$ 846.30
\$ 82,001.00	\$ 83,000.00	\$ 1,312.50	\$ 656.25	\$ 853.13
\$ 83,001.00	\$ 84,000.00	\$ 1,323.00	\$ 661.50	\$ 859.95
\$ 84,001.00	\$ 85,000.00	\$ 1,333.50	\$ 666.75	\$ 866.78
\$ 85,001.00	\$ 86,000.00	\$ 1,344.00	\$ 672.00	\$ 873.60
\$ 86,001.00	\$ 87,000.00	\$ 1,354.50	\$ 677.25	\$ 880.43
\$ 87,001.00	\$ 88,000.00	\$ 1,365.00	\$ 682.50	\$ 887.25
\$ 88,001.00	\$ 89,000.00	\$ 1,375.50	\$ 687.75	\$ 894.08
\$ 89,001.00	\$ 90,000.00	\$ 1,386.00	\$ 693.00	\$ 900.90
\$ 90,001.00	\$ 91,000.00	\$ 1,396.50	\$ 698.25	\$ 907.73
\$ 91,001.00	\$ 92,000.00	\$ 1,407.00	\$ 703.50	\$ 914.55
\$ 92,001.00	\$ 93,000.00	\$ 1,417.50	\$ 708.75	\$ 921.38
\$ 93,001.00	\$ 94,000.00	\$ 1,428.00	\$ 714.00	\$ 928.20
\$ 94,001.00	\$ 95,000.00	\$ 1,438.50	\$ 719.25	\$ 935.03
\$ 95,001.00	\$ 96,000.00	\$ 1,449.00	\$ 724.50	\$ 941.85
\$ 96,001.00	\$ 97,000.00	\$ 1,459.50	\$ 729.75	\$ 948.68
\$ 97,001.00	\$ 98,000.00	\$ 1,470.00	\$ 735.00	\$ 955.50
\$ 98,001.00	\$ 99,000.00	\$ 1,480.50	\$ 740.25	\$ 962.33
\$ 99,001.00	\$ 100,000.00	\$ 1,491.00	\$ 745.50	\$ 969.15

- \$100,001 - \$500,000: \$1491.00 for the first \$100,000, plus \$6.40 for each additional \$1,000 or portion thereof.
- \$500,001 - \$1,000,000: \$4,051.00 for the first \$500,000 plus \$5.47 for each additional \$1,000 or portion thereof.
- \$1,000,000 and up: \$6,239.00 for the first \$1,000,000 plus \$4.58 for each additional \$1,000 or portion thereof.
- Residential Plan Review = 50% of Permit Fee
- Commercial Plan Review = 65% of Permit Fee
- If work has started prior to issuance of a permit, the Building Permit Fee will double.
- Basements
 - Finished - \$50 per sq.ft.
 - Unfinished – refer to the most recent ICC Building Valuation Table

Requestor	Document Type	Date Range	Search Terms
Cheryl Hill	emails	5/1/2025 to Present	"Laurel MT forensic hospital" "Forensic hospital" "Prison" "Growth plan" "Zoning" "Highway 10" "Land west of Laurel" "Laurel MT forensic hospital" "Forensic hospital" "Prison" "Growth plan" "Zoning" "Highway 10"
Cheryl Hill	texts	5/1/2025 to Present	"Land west of Laurel" "Laurel MT forensic hospital" "Forensic hospital" "Prison" "Growth plan" "Zoning" "Highway 10"
Cheryl Hill	call logs	5/1/2025 to Present	"Land west of Laurel" "Highway 10"

People Included in Search

**Hourly
Rate**

BOI/City of Laurel Officials

\$ 50.00

BOI/City of Laurel Officials

\$ 50.00

BOI/City of Laurel Officials

\$ 50.00

Estimated Staff Hours	IT Rate	Estimated IT Hours	Attorney Rate	Estimated Attorney Hours
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10	\$ 150.00	5	\$ 250.00	2
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1	\$ 150.00	0	\$ 250.00	0
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2	\$ 150.00	0	\$ 250.00	0
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**Total Easitimated
Cost**

\$ 1,750.00

\$ 50.00

\$ 100.00 \$ 1,900.00

Requestor	Document Type	Date Range	Search Terms
Cheryl Hill	emails	5/1/2025 to Present	"Laurel MT forensic hospital" "Forensic hospital" "Prison" "Growth plan" "Zoning" "Highway 10" "Land west of Laurel" "Laurel MT forensic hospital" "Forensic hospital" "Prison" "Growth plan" "Zoning" "Highway 10"
Cheryl Hill	texts	5/1/2025 to Present	"Land west of Laurel" "Laurel MT forensic hospital" "Forensic hospital" "Prison" "Growth plan" "Zoning" "Highway 10"
Cheryl Hill	call logs	5/1/2025 to Present	"Land west of Laurel" "Highway 10"

People Included in Search

**Hourly
Rate**

BOI/City of Laurel Officials

\$ 50.00

BOI/City of Laurel Officials

\$ 50.00

BOI/City of Laurel Officials

\$ 50.00

Estimated Staff Hours	IT Rate	Estimated IT Hours	Attorney Rate	Estimated Attorney Hours
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	\$ 150.00		\$ 250.00	
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	\$ 150.00		\$ 250.00	
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	\$ 150.00		\$ 250.00	
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Total Easitimated Cost

\$ -

\$ -

\$ - \$ -

Requestor	Document Type	Date Range	Search Terms
Shawna Hopper	complaints		Against the Mayor for his treatment of them.
Shawna Hopper	emails	5/1/2025 to Present	MT Forensic Prison/Water Lines/Zoning/
Shawna Hopper	call logs	5/1/2025 to Present	MT Forensic Prison/Water Lines/Zoning/
Shawna Hopper	texts	5/1/2025 to Present	MT Forensic Prison/Water Lines/Zoning/
Shawna Hopper	social media posts	5/1/2025 to Present	MT Forensic Prison/Water Lines/Zoning/

People Included in Search

Hourly Rate

City Staff/City Council Members/Contract Personnel/Former and Existing City Court Judges	\$ 50.00
Kurt/Mayor/BOI/MT DPHHS/Dick Kurt Markegard, Dave Waggoner, BOI (Dan Villa), MT DPHHS (Charlie Bereton), Dick Anderson Construction Project Manager AJ Harmon and others at Dick Anderson, Norman Miller of Miller Trois, LLC, Love's Gas Station Project Manager, Rep Deming, Rep Ricci, Sen Esp, Sen Lentz as well as City of Laurel Employees; Clerk and Treasurer Kelly Strecker, City Administrative Assistant Brittany Harkal and any individual or group of Past of Current Laurel City Council Members	\$ 50.00
Kurt/Mayor/BOI/MT DPHHS/Dick Kurt Markegard, Dave Waggoner, BOI (Dan Villa), MT DPHHS (Charlie Bereton), Dick Anderson Construction Project Manager AJ Harmon and others at Dick Anderson, Norman Miller of Miller Trois, LLC, Love's Gas Station Project Manager, Rep Deming, Rep Ricci, Sen Esp, Sen Lentz as well as City of Laurel Employees; Clerk and Treasurer Kelly Strecker, City Administrative Assistant Brittany Harkal and any individual or group of Past of Current Laurel City Council Members	\$ 50.00
Kurt/Mayor/BOI/MT DPHHS/Dick Kurt Markegard, Dave Waggoner, BOI (Dan Villa), MT DPHHS (Charlie Bereton), Dick Anderson Construction Project Manager AJ Harmon and others at Dick Anderson, Norman Miller of Miller Trois, LLC, Love's Gas Station Project Manager, Rep Deming, Rep Ricci, Sen Esp, Sen Lentz as well as City of Laurel Employees; Clerk and Treasurer Kelly Strecker, City Administrative Assistant Brittany Harkal and any individual or group of Past of Current Laurel City Council Members	\$ 50.00
Kurt/Mayor/BOI/MT DPHHS/Dick Kurt Markegard, Dave Waggoner, BOI (Dan Villa), MT DPHHS (Charlie Bereton), Dick Anderson Construction Project Manager AJ Harmon and others at Dick Anderson, Norman Miller of Miller Trois, LLC, Love's Gas Station Project Manager, Rep Deming, Rep Ricci, Sen Esp, Sen Lentz as well as City of Laurel Employees; Clerk and Treasurer Kelly Strecker, City Administrative Assistant Brittany Harkal and any individual or group of Past of Current Laurel City Council Members	\$ 50.00

Eastimated Staff Hours	IT Rate	Eastimated IT Hours	Attorney Rate	Eastimated Attorney Hours
0	\$ 150.00	0	\$ 250.00	5
10	\$ 150.00	5	\$ 250.00	3
2	\$ 150.00	0	\$ 250.00	0
1	\$ 150.00	0	\$ 250.00	0
0	\$ 150.00	0	\$ 250.00	0

**Total Easitimated
Cost**

\$ 1,250.00

\$ 2,000.00

\$ 100.00

\$ 50.00

\$ - \$ 3,400.00

Requestor	Document Type	Date Range	Search Terms
Shawna Hopper	complaints		Against the Mayor for his treatment of them.
Shawna Hopper	emails	5/1/2025 to Present	MT Forensic Prison/Water Lines/Zoning/
Shawna Hopper	call logs	5/1/2025 to Present	MT Forensic Prison/Water Lines/Zoning/
Shawna Hopper	texts	5/1/2025 to Present	MT Forensic Prison/Water Lines/Zoning/
Shawna Hopper	social media posts	5/1/2025 to Present	MT Forensic Prison/Water Lines/Zoning/

People Included in Search

Hourly Rate

City Staff/City Council Members/Contract Personnel/Former and Existing City Court Judges	\$ 50.00
Kurt/Mayor/BOI/MT DPHHS/Dick Kurt Markegard, Dave Waggoner, BOI (Dan Villa), MT DPHHS (Charlie Bereton), Dick Anderson Construction Project Manager AJ Harmon and others at Dick Anderson, Norman Miller of Miller Trois, LLC, Love's Gas Station Project Manager, Rep Deming, Rep Ricci, Sen Esp, Sen Lentz as well as City of Laurel Employees; Clerk and Treasurer Kelly Strecker, City Administrative Assistant Brittany Harkal and any individual or group of Past of Current Laurel City Council Members	\$ 50.00
Kurt/Mayor/BOI/MT DPHHS/Dick Kurt Markegard, Dave Waggoner, BOI (Dan Villa), MT DPHHS (Charlie Bereton), Dick Anderson Construction Project Manager AJ Harmon and others at Dick Anderson, Norman Miller of Miller Trois, LLC, Love's Gas Station Project Manager, Rep Deming, Rep Ricci, Sen Esp, Sen Lentz as well as City of Laurel Employees; Clerk and Treasurer Kelly Strecker, City Administrative Assistant Brittany Harkal and any individual or group of Past of Current Laurel City Council Members	\$ 50.00
Kurt/Mayor/BOI/MT DPHHS/Dick Kurt Markegard, Dave Waggoner, BOI (Dan Villa), MT DPHHS (Charlie Bereton), Dick Anderson Construction Project Manager AJ Harmon and others at Dick Anderson, Norman Miller of Miller Trois, LLC, Love's Gas Station Project Manager, Rep Deming, Rep Ricci, Sen Esp, Sen Lentz as well as City of Laurel Employees; Clerk and Treasurer Kelly Strecker, City Administrative Assistant Brittany Harkal and any individual or group of Past of Current Laurel City Council Members	\$ 50.00
Kurt/Mayor/BOI/MT DPHHS/Dick Kurt Markegard, Dave Waggoner, BOI (Dan Villa), MT DPHHS (Charlie Bereton), Dick Anderson Construction Project Manager AJ Harmon and others at Dick Anderson, Norman Miller of Miller Trois, LLC, Love's Gas Station Project Manager, Rep Deming, Rep Ricci, Sen Esp, Sen Lentz as well as City of Laurel Employees; Clerk and Treasurer Kelly Strecker, City Administrative Assistant Brittany Harkal and any individual or group of Past of Current Laurel City Council Members	\$ 50.00

Eastimated Staff Hours	IT Rate	Eastimated IT Hours	Attorney Rate	Eastimated Attorney Hours
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	\$ 150.00		\$ 250.00	
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	\$ 150.00		\$ 250.00	
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	\$ 150.00		\$ 250.00	
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	\$ 150.00		\$ 250.00	
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	\$ 150.00		\$ 250.00	
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**Total Easitimated
Cost**

\$ -

\$ -

\$ -

\$ -

\$ - \$ -