



**AGENDA
CITY OF LAUREL
CITY COUNCIL MEETING
TUESDAY, MARCH 09, 2021
6:30 PM
COUNCIL CHAMBERS**

NEXT RES. NO.
R21-14

NEXT ORD. NO.
O21-02

WELCOME . . . By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, the City Council has specified times for citizen comments on its agenda -- once following the Consent Agenda, at which time citizens may address the Council concerning any brief community announcement not to exceed one minute in duration for any speaker; and again following Items Removed from the Consent Agenda, at which time citizens may address the Council on any matter of City business that is not on tonight's agenda. Each speaker will be limited to three minutes, unless the time limit is extended by the Mayor with the consent of the Council. Citizens may also comment on any item removed from the consent agenda prior to council action, with each speaker limited to three minutes, unless the time limit is extended by the Mayor with the consent of the Council. If a citizen would like to comment on an agenda item, 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. Once again, each speaker is limited to three minutes.

Any person who has any question concerning any agenda item may call the City Clerk-Treasurer's office to make an inquiry concerning the nature of the item described on the agenda. Your City government welcomes your interest and hopes you will attend the Laurel City Council meetings often.

Pledge of Allegiance

Roll Call of the Council

Approval of Minutes

1. Approval of Minutes of February 23, 2021.

Correspondence

2. Laurel Airport Authority Minutes of January 26, 2021.

Council Disclosure of Ex Parte Communications

Public Hearing

3. Public Hearing On A Resolution Granting A Variance To The Minimum Lot Size Requirement For Property Located Within The City Of Laurel's Community Commercial Zoning District For Property Located At 503 Fir Avenue/1313 E. Main Street, Within The City Of Laurel.
4. Public Hearing On A Resolution Approving Zone Changes For Block 7, Lots 3-11 Iron Horse Station Subdivision, Phase II, An Addition To The City Of Laurel.

Consent Items

NOTICE TO THE PUBLIC

*The Consent Calendar adopting the printed Recommended Council Action will be enacted with one vote. **The Mayor will first ask the Council members if any Council member wishes to remove any item from the Consent Calendar for discussion and consideration.** The matters removed from the Consent Calendar will be considered individually at the end of this Agenda under "Items Removed from the Consent Calendar." (See Section 12.) The entire Consent Calendar, with the exception of items removed to be discussed under "Items Removed from the Consent Calendar," is then voted upon by roll call under one motion.*

5. Claims entered through March 5, 2021.
6. Approval of Payroll Register for PPE 2/21/21 totaling \$192,321.38.
7. Workshop Minutes November 19, 2019.
8. Workshop Minutes of July 7, 2020.
9. Workshop Minutes of July 21, 2020.

Ceremonial Calendar

Reports of Boards and Commissions

- [10.](#) Planning Board Minutes of February 17, 2021.

Audience Participation (Three-Minute Limit)

Citizens may address the Council regarding any item of City business that is not on tonight's agenda. Comments regarding tonight's agenda items will be accepted under Scheduled Matters. The duration for an individual speaking under Audience Participation is limited to three minutes. While all comments are welcome, the Council will not take action on any item not on the agenda.

Scheduled Matters

- [11.](#) Appointment of Josh Anderson to the Laurel Police Reserves.
- [12.](#) Resolution No. R21-14: A Resolution Declaring Certain City Property "Surplus" Available For Sale Or Trade To The Public Or Other Governmental Entities Or Vendors.
- [13.](#) Resolution No. R21-15: A Resolution Granting A Variance To The Minimum Lot Size Requirement For Property Located Within The City Of Laurel's Community Commercial Zoning District For Property Located At 503 Fir Avenue/1313 E. Main Street, Within The City Of Laurel.
- [14.](#) Resolution No. R21-16: A Resolution Approving Zone Changes For Block 7, Lots 3-11 Iron Horse Station Subdivision, Phase II, An Addition To The City Of Laurel.
- [15.](#) Resolution R21-17: A Resolution Of The City Council Approving A Task Order For KLJ Engineering Inc. To Authorize Work On The Water Storage Tank Roof Recoat Project For The City Of Laurel.

Items Removed From the Consent Agenda

Community Announcements (One-Minute Limit)

This portion of the meeting is to provide an opportunity for citizens to address the Council regarding community announcements. The duration for an individual speaking under Community Announcements is limited to one minute. While all comments are welcome, the Council will not take action on any item not on the agenda.

Council Discussion

Council members may give the City Council a brief report regarding committees or groups in which they are involved.

Mayor Updates

Unscheduled Matters

Adjournment

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. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

DATES TO REMEMBER

File Attachments for Item:

1. Approval of Minutes of February 23, 2021.

MINUTES OF THE CITY COUNCIL OF LAUREL

February 23, 2021

A regular meeting of the City Council of the City of Laurel, Montana, was held in the Council Chambers and called to order by Mayor Tom Nelson at 6:31 p.m. on February 23, 2021.

COUNCIL MEMBERS PRESENT:

Bruce McGee	Heidi Sparks
Scot Stokes	Richard Herr
Richard Klose	Irv Wilke

COUNCIL MEMBERS ABSENT:

Emelie Eaton	Don Nelson
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OTHER STAFF PRESENT:

Nick Altonaga, Planning Director

Mayor Nelson led the Pledge of Allegiance to the American flag.

Mayor Nelson asked the council to observe a moment of silence.

MINUTES:

Motion by Council Member McGee to approve the minutes of the regular meeting of February 9, 2021, as presented, seconded by Council Member Sparks. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

CORRESPONDENCE: None.

COUNCIL DISCLOSURE OF EX PARTE COMMUNICATIONS: None.

PUBLIC HEARING:

- Conditional Land Use – Soda Station

Mayor Nelson stated this is the time and place set for the public hearing on the City of Laurel's Conditional Land Use – Soda Station.

Mayor Nelson opened the public hearing and asked Staff to present the item.

Nick Altonaga, Planning Director, reviewed the attached staff report.

Mayor Nelson opened the floor for public comment and stated that copies of the rules governing the public hearing were posted in the council chambers.

Mayor Nelson asked if there were any proponents.

Annie Larsen, 1720 Shiloh Rd, stated that they have two locations in Billings. One in the Heights and one on the Westend. They have received a lot of support. They would like to bring one into the Laurel community. They have a few employees from Laurel. A great addition to the community. Something new, something exciting.

Mayor Nelson asked two (2) additional times if there were any proponents. There were none.

Mayor Nelson asked three (3) times if there were any opponents. There were none.

Mayor Nelson stated that he would not have Staff respond to questions as there were none.

Mayor Nelson closed the public hearing.

CONSENT ITEMS:

- **Claims entered through February 19, 2021.**
A complete listing of the claims and their amounts is on file in the Clerk/Treasurer's Office.
- **Approval of Payroll Register for PPE 2/12/2021 totaling \$203,294.13.**
- **Clerk/Treasurer Financial Statements for the month of May 2020.**
- **Clerk/Treasurer Financial Statements for the month of June 2020.**
- **Approval of Council Workshop Minutes of October 15, 2019.**
- **Approval of Council Workshop Minutes of November 5, 2019.**

The Mayor asked if there was any separation of consent items. There was none.

Motion by Council Member McGee to approve the consent items as presented, seconded by Council Member Wilke. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

CEREMONIAL CALENDAR: None.

REPORTS OF BOARDS AND COMMISSIONS:

- Budget/Finance Committee minutes of January 26, 2021.
- Budget/Finance Committee Minutes February 9, 2021
- Cemetery Commission Minutes of February 2, 2021.
- Tree Board Minutes of January 21, 2021.
- Emergency Services Committee Minutes of January 25, 2021.
- City/County Planning Board Minutes of January 20, 2021.

AUDIENCE PARTICIPATION (THREE-MINUTE LIMIT): None.

SCHEDULED MATTERS:

- **Resolution No. R21-09: A Resolution To Approve The Conditional Use Of Property For The Operation Of "Soda Station" A Beverage Kiosk On A Portion Of Property Located At 720 1st Avenue Within The City Of Laurel.**

Motion by Council Member Sparks to approve Resolution No. R21-09, seconded by Council Member Klose. There was no public comment.

It was questioned what the structure would look like. It was clarified that the building will be 10 feet by 12 feet and meets all requirements of the Entryway Zoning.

How will traffic flow be addressed? It was clarified that traffic flow would be addressed during the permitting process.

A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

- **Resolution No. R21-10: A Resolution Of The City Council Selecting RDO Equipment As The Successful Bidder For The City's Purchase Of A Backhoe.**

Motion by Council Member Herr to approve Resolution No. R21-10, seconded by Council Member Wilke. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

- **Resolution No. R21-11: A Resolution Of The City Council Approving A Task Order Between The City Of Laurel And KLJ Engineering Inc. To Authorize Service For The 2021 Pavement Maintenance Project.**

Motion by Council Member Wilke to approve Resolution No. R21-11, seconded by Council Member Sparks. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

- **Resolution No. R21-12: A Resolution Of The City Council Approving A Task Order For KLJ Engineering Inc. To Authorize Them To Prepare An Updated Water System Preliminary Engineering Report (PER) For The City Of Laurel.**

Motion by Council Member Klose to approve Resolution No. R21-12, seconded by Council Member McGee. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

- **Resolution No. R21-13: A Resolution Of The City Council Adopting The Laurel Transportation System Coordination Plan.**

Motion by Council Member Stokes to approve Resolution No. R21-13, seconded by Council Member McGee. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

COMMUNITY ANNOUNCEMENTS (ONE-MINUTE LIMIT): None.

COUNCIL DISCUSSION:

It was requested discussion of a safety mill levy for Ambulance be on the next Workshop agenda.

It was requested to discuss any funding mechanisms for Fire, Police, or Ambulance that are sunseting. If so, when those things sunset.

Council Member Wilke stated the Laurel Rod and Gun Club has a second reading of the lease for the gun range and building north of town.

MAYOR UPDATES: None.

UNSCHEDULED MATTERS: None.

ADJOURNMENT:

Motion by Council Member Stokes to adjourn the council meeting, seconded by Council Member McGee. There was no public comment or council discussion. A vote was taken on the motion. All six council members present voted aye. Motion carried 6-0.

There being no further business to come before the council at this time, the meeting was adjourned at 6:57 p.m.


Brittny Moorman, Administrative Assistant

Approved by the Mayor and passed by the City Council of the City of Laurel, Montana, this 9th day of March 2021.

Thomas C. Nelson, Mayor

Attest:

Bethany Langve, Clerk/Treasurer



LAUREL CITY-COUNTY PLANNING DEPARTMENT

STAFF REPORT

TO: Laurel City-County Planning Board / Zoning Commission
FROM: Nicholas Altonaga, Planning Director
SUBJECT: Conditional Use Permit – Soda Station – 714 1st Ave
DATE: February 10, 2021

DESCRIPTION OF REQUEST

A Conditional Land Use application was submitted by Ann Pugmire on behalf of Soda Station to construct and operate a beverage kiosk on the rear portion of the property at 714 1st Avenue. An approval of a conditional land use is required to build and operate a beverage kiosk because this use is not described or defined within the zoning district it resides in.

Owner: FIRST AVENUE CENTER LLC
Legal Description: RICCI MINOR SUB, S09, T02 S, R24 E, Lot 2, (13)
Address: 714 N. 1st Avenue
Parcel Size: 45,000 sqft.
Existing Land Use: Dominos Pizza, rear of parcel is vacant.
Proposed Land Use: Non-Alcoholic Beverage Stand/Kiosk (Soda and Pop)
Existing Zoning: Community Commercial (CC), Community Entryway Zoning District (CEZD)

BACKGROUND AND PROCEDURAL HISTORY

- Planning Director spoke with the applicant in November of 2020 to discuss the requirements of the application and the process.
- An application was provided to the Planning Department on November 13, 2020
- The Applicant provided additional information to the Planning Department on December 6, 2020.
- A public hearing for the Conditional Land Use took place on December 16, 2020 Planning Board meeting.
- The Planning Board tabled the Conditional Land Use discussion until the January meeting to allow the applicant to be present and provide additional details.
- The Planning Board discussed the matter on January 20, 2021 with the applicant present.

- Planning Board voted to recommend approval of the Conditional Land Use with conditions.
- A public hearing for the Conditional Land Use is scheduled for the City Council Meeting on February 23, 2021.
- The public hearing requirements of 1762.030 have been met.

STAFF FINDINGS:

The applicant is requesting approval of a conditional land use to construct and operate a beverage kiosk on the rear portion of 714 N. 1st Ave in Laurel. This use is not specifically delineated or defined within Chapter 17 of the Laurel Municipal Code. As such, a Conditional Land Use application is required. The following findings have been noted by the Planning Department after reviewing the Conditional Land Use application and supplementary documents.

- The location of the proposed beverage kiosk is zoned as Community Commercial (CC)
- The Purpose of Community Commercial zoning is primarily to “accommodate community retail, service and office facilities offering a greater variety than would normally be found in a neighborhood or convenience retail development.”
- The Applicant has contacted the neighboring property owner to discuss driveway access for site traffic flow.
- The Applicant has received approval for two parking spaces, with more allocated if necessary.
- The applicant has provided a concept site plan and photos of the proposed kiosk.
- The concept plan and proposed stand pictures do not appear as if they will negatively impact the surrounding neighborhood by changing community character, lighting, or noise.
- The only mention of kiosks in the Laurel Municipal Zoning Code is within the Off-Street Parking Code.

PLANNING BOARD AND GOVERNING BODY REVIEW CRITERIA:

“17.62.020 – Requirements” contains the review criteria for the Zoning Commission to discuss and recommend actions on conditional land uses. The text of this subchapter is included below.

No structure or land use may be used for any purpose other than those allowed within a zoning district as specified in the zoning ordinance unless either a variance has been granted (under Chapter 17.60 or 17.64 of this code) or a conditional land use permit therefor has been provided. The zoning commission may recommend and the city can require any information that will allow the decision makers to comprehensively evaluate and decide on applications for conditional uses brought before them. The zoning commission may recommend and the city can require, after consideration of the application for conditional use, those conditions under which such land use may be allowed to include but not be necessarily limited to the following:

- A. *Adequate ingress and egress with concern for vehicular and pedestrian safety and convenience, traffic flow and control, and emergency access as reviewed and approved by the city public works director;*
- B. *Adequate off-street parking and loading with attention to vehicular and pedestrian safety and traffic flow;*
- C. *Conditions that control, specify, or plan for the generation of odors, noise, hours of operation, signage, or impact on the neighborhood of natural systems;*
- D. *Adequate landscaping, screening, mitigation of impact on adjacent property and buffering; and*
- E. *Compatibility with adjacent and neighborhood land uses and Laurel's GMP.*

STAFF SUGGESTED CONDITIONS:

The Planning Director recommends the approval of the Conditional Land Use application to operate a non-alcoholic beverage kiosk on 714 N. 1st Ave. The Planning Director suggests the Planning Board/Zoning Commission and City Council consider adopting the following conditions of approval.

1. No land uses shall be established on site that are not specifically included in this approval.
2. Any land use not specifically included in this approval shall be considered a violation of the City of Laurel zoning ordinance.
3. New construction regarding the approved conditional use shall apply for building permits when applicable.
4. The approved land use shall comply with the zoning requirements of the district or districts the property falls within.
5. The approved land use shall comply to the City of Laurel Sign Code
6. The approved land use shall comply with the City of Laurel off-street parking requirements.
7. The Applicant shall apply for all necessary permits and licenses prior to operating the beverage stand.
8. The kiosk/stand will be constructed in the interior of the lot.
9. The applicant must begin construction on the future permanent structure within 12 months of the Conditional Land Use approval.
10. The applicant shall establish a bathroom agreement for kiosk employees with a nearby business.
11. The kiosk will be served by City Water and Sewer services.

ATTACHMENTS:

1. Conditional Land Use Application
2. Map of 714 N. 1st Ave with 150ft buffer
3. List of property Owners within 150ft of 714 N. 1st Ave
4. Minutes from January 17, 2021 Planning Board meeting.
5. Public Hearing Notice – December 16, 2021 Planning Board
6. Public Hearing Notice – February 23, 2021 City Council
7. Soda Station Kiosk Concept Site Plan & Images
8. LMC 17.20 – Commercial – Industrial use Regulations
9. LMC 17.26 – Community Entryway Zoning District
10. LMC 17.62 – Conditional Land Uses
11. Additional Comments/Information provided by the Applicant.

CITY OF LAUREL, MONTANA CONDITIONAL USE APPLICATION

Date received: _____

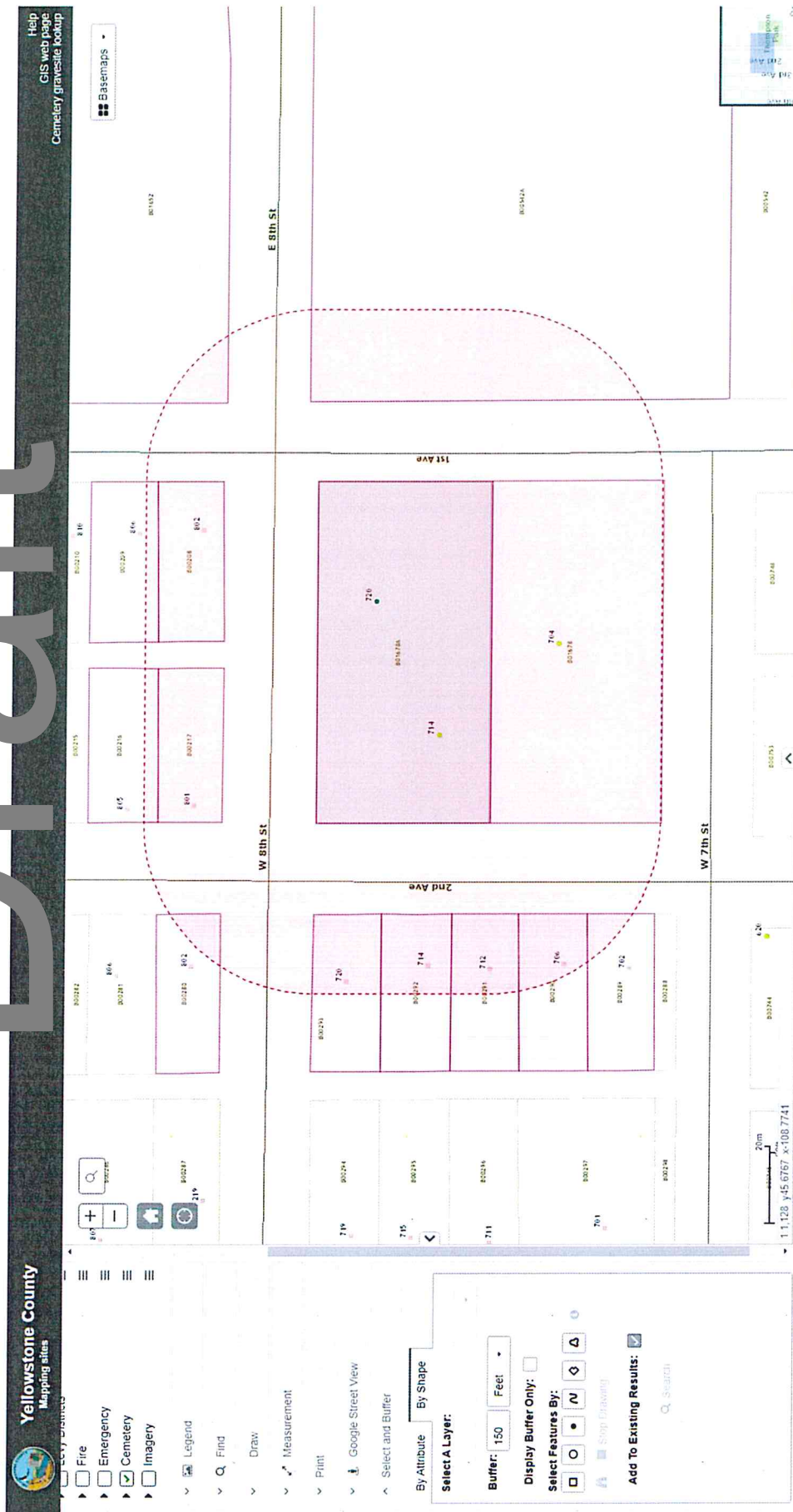
Twelve copies of this form, along with the appropriate fee, shall be submitted to the Planning Board Secretary on the first day of the month prior to the month in which the application shall be heard by the Zoning Commission. The Planning Board Secretary shall note the time of receipt, keep one copy, send one copy to the Planning Director, and forward the remainder to the members of the Zoning Commission. The Planning Board Secretary shall publish notice of a public hearing in the local newspaper at least 15 days prior to the Zoning Commission meeting at which the application will be considered; adjacent property owners of record within 150 feet of the application property shall also be notified by mail by the Zoning Commission. **The applicant or the authorized agent must attend the public hearing before both the Zoning Commission and the City Council.**

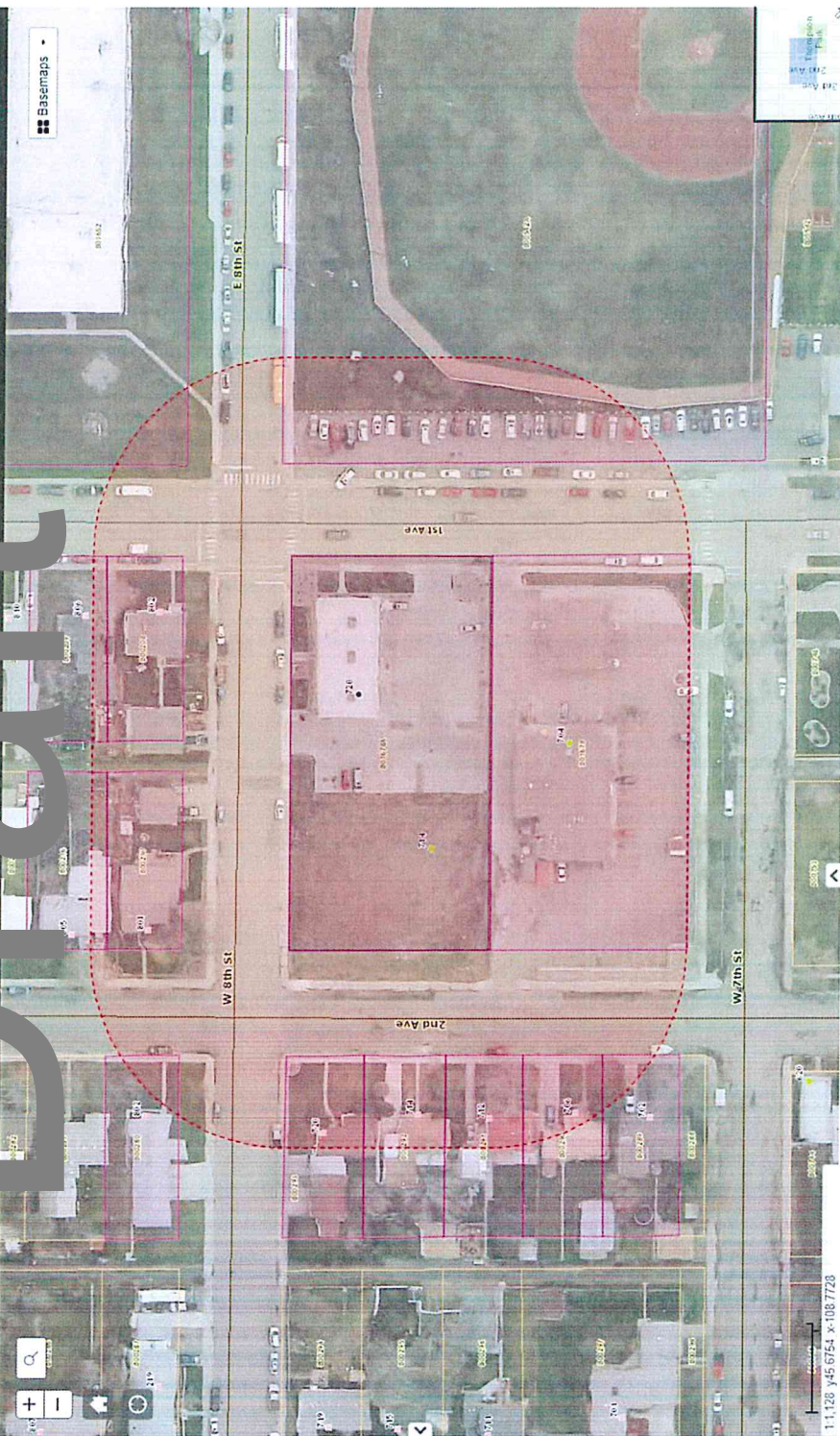
1. Name of Land Owner: 1st Ave Center LLC
2. Address: 720 1st Ave
3. Phone #: 406 670 7236
4. Legal Description of Property asking for Conditional Use:
RICCI MINOR SUB, S09, T02S, R24E, LOT 2, (13)
5. Address of property or general location: 720 1st Ave. Laurel, MT 59044
6. Map Showing Property Location with Circle Drawn within 150' thereof: _____
7. List of Property Owners of Record within the 150' Perimeters. (Obtained from the County Clerk and Recorder's Office first (4th floor of County Courthouse) and the Department of Revenue Office second (14th floor of Wells Fargo Bank Building in downtown Billings).
8. Existing Zoning: Commercial
9. Specific Land being Requested: SE corner of lot - see attached photos
10. Reason for Request: To put a temporary Beverage Kiosk on property, called Soda Station
11. Scaled Drawing of the property showing the proposed use and improvements, adjacent land use, fences, driveways, etc.: attached pictures
12. Other Information as may be required by the City. _____
13. Review fee paid and date paid: _____ \$550 residential
_____ \$1,100 commercial

After the public hearing for the conditional use, the Zoning Commission shall delay its recommendation to the City Council no longer than 30 working days. The City Council shall publish notice of and conduct a second public hearing before the Council, consider the recommendation of the Zoning Commission, and make its decision.

Scheduled before Planning Board: _____ Scheduled before City Council: _____
Final Approval: _____

Soda Station Kiosk – Overhead Map with 150ft Buffer





Soda Station – List of Property Owners with

4 N. 1st / 3

Owner Name	Tax Code	Legal Description	Address
CITY OF LAUREL	B00542A	S09, T02 S, R24 E, PARK IN NE4	E 8TH ST
SCHOOL DISTRICT #7	B01652	MORRIS SUBD 1ST FILING, S09, T02 S, R24 E, BLOCK 7, Lot 12 - 22, & LTS 11-20 BL*	203-208-210-300 E MARYLAND LN
FLOHR, CHAD &	B00289	FIRST AVE SUBD, S09, T02 S, R24 E, BLOCK 7, Lot 2, & N37.5 FT LT 1	702 2ND AVE
SCHREINER, ALICE E &	B00290	FIRST AVE SUBD, S09, T02 S, R24 E, BLOCK 7, Lot 3 - 4	706 2ND AVE
WRIGG, HELEN A & CARLIN K	B00291	FIRST AVE SUBD, S09, T02 S, R24 E, BLOCK 7, Lot 5 - 6	712 2ND AVE
KING, ROBERT J & BERNICE	B00292	FIRST AVE SUBD, S09, T02 S, R24 E, BLOCK 7, Lot 7 - 8	714 2ND AVE
REIBER, DOUGLAS	B00293	FIRST AVE SUBD, S09, T02 S, R24 E, BLOCK 7, Lot 9 - 10	720 2ND AVE
LAUREL OPPORTUNITIES LLC	B01678	RICCI MINOR SUB, S09, T02 S, R24 E, Lot 1, (13)	704 1ST AVE
FIRST AVENUE CENTER LLC	B01678A	RICCI MINOR SUB, S09, T02 S, R24 E, Lot 2, (13)	714 1ST AVE
WILLIS, DONNA M	B00280	FIRST AVE SUBD, S09, T02 S, R24 E, BLOCK 6, Lot 1 - 2	802 2ND AVE
ZIMMERMAN, JOE JR & ALETTA	B00208	FIRST AVE SUBD, S09, T02 S, R24 E, BLOCK 1, Lot 1 - 2	802 1ST AVE
SIEGEL, NANCY J	B00209	FIRST AVE SUBD, S09, T02 S, R24 E, BLOCK 1, Lot 3 - 4	806 1ST AVE
LAVELY, STEVEN R	B00216	FIRST AVE SUBD, S09, T02 S, R24 E, BLOCK 1, Lot 17 - 18	805 2ND AVE
BARRETT, JASON H & PAMELA LEE	B00217	FIRST AVE SUBD, S09, T02 S, R24 E, BLOCK 1, Lot 19 - 20	801 2ND AVE



**MINUTES
CITY OF LAUREL
CITY/COUNTY PLANNING BOARD
WEDNESDAY, JANUARY 20, 2021
5:35 PM
CITY COUNCIL CHAMBERS**

Public Input: *Citizens may address the committee regarding any item of business that is not on the agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.*

1. Roll Call

The Chair called the meeting to order at 5:36pm

Jon Klasna
Bruce
Roger Giese
Dan Koch
Judy Goldsby
Ron Benner (Arrived at 5:37pm)
Nick Altonaga (City of Laurel)

General Items

2. Approve Meeting Minutes: December 16, 2020

Dan Motioned to Approve the meeting minutes from the December 16 2020 meeting as presented
Dan seconded.
Motion Carried.

New Business

Old Business

3. Conditional Land Use: Soda Station Kiosk

Nick provided a summary of the previous planning board meeting and public hearing. The Applicant Annie Larson and associates were present (Cassie, Ed (owner of the property), and Randy (business owner, landlord for current location)).

Ron had concerns about the driveway and traffic direction. Suggested moving the stand to the interior of the lot

- The future plan is to build another full structure on the back of the lot, with a drive through off of 2nd Avenue. The Soda Station operation will then be located within the building.

Ron remembered a previous discussion at City Council about ingress/egress and the issues it poses.

- The plan with the second building is to have a parking lot to the west of the building, which will have the cars stacked for the drive-thru within the parking lot.

Roger: There is a lot of traffic at various times through that area. Is the kiosk moveable?

- The building will be tied to city services but is a temporary structure. Plan to have a water and sewer line to the future building.

Where is the current location?

- Off of Shiloh, with another location planned in the Heights.
- It will be a new building.

Plan to trench over to the kiosk, as if building 2 was already there.

Will the building have bathrooms?

- No, we have agreements with nearby businesses to utilize restrooms for employees at this time.

Judy: Status of garbage collection?

The dumpster for the lot is behind the Chiropractor office/Dominos.

Discussion of timeline of getting the second building constructed.

6-12 months

- Will place an extra bin behind Town Pump to utilize.

Discussion of utilities

There is one utility meter for the whole small complex. The tenants and owner pay the bill through that.

Ron discussed his worry about temporary businesses and kiosks that don't have to pay full taxes like other major brick and mortar operations.

Cassie: The flip side of not paying full taxes/fees for full brick and mortar is a limited scope of operations.

- Plan to create up to 12 jobs within the community.

Have gotten good feedback from Laurel high school students who like working at the existing Billings kiosk and are excited to work locally.

Judy: Would the 2nd building be a full drive through and walk-in service?

The structure would be mostly geared towards drive-thru but would have limited walk-in service.

Members discussed the different issues at hand and certain added conditions of approval.

Nick restated the conditions of approval:

- Moving the structure to the interior of the lot
- Must begin construction of future permanent structure within 12 months of Conditional Land Use approval.
- Establish a bathroom agreement with nearby business.
- Hook-up to city services (Water and Sewer)

Ron Motioned to approve the conditional land use application for the Soda Station beverage kiosk with the conditions included in the staff report as well as those additional conditions established by Planning Board.

Dan Seconded.

Motion Carried.

Other Items

4. Uniquities Sign Review

Planning Board members reviewed the sign design and Laurel zoning code.

Ron Motioned to approve the Uniquities Sign as designed.

Jon Seconded.

Motion Carried.

5. Upcoming Projects

Discussion of Cherry Hills 3rd Filing.

Discussion of the status of Goldberg Sporting Estates.

Follow up with Dan Wells for Regal Community Park?

- Nick will be following up on the multiple issues that Planning Board and City Council have noted.

SE 4th Variance upcoming at February or March meetings.

Iron Horse Station 2nd Phase discussion. Should be finalized soon.

Mark will also be following up on the affordable housing project off 8th Ave.

Announcements

6. Adjourn

The Chair adjourned the meeting at 6:35pm.

7. Next Meeting: February 17, 2021

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. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

DATES TO REMEMBER

PUBLIC HEARING NOTICE

The Laurel City-County Planning Board and Zoning Commission will conduct a public hearing on a conditional land use application submitted by Annie Pugmire on behalf of Soda Station to operate a soda stand at 720 1st Avenue. This property is zoned Community Commercial (CC) and is within the Community Entryway Zoning district (CEZD). The Zoning Commission hearing is scheduled for **5:35PM on Wednesday, December 16, 2020 Via Zoom Meeting.** The meeting log-in details will be available on the meeting agenda. Additionally, the City Council has scheduled a public hearing and consideration of approval for the conditional use that is scheduled for **6:30 P.M. on Tuesday, January 12, 2021 Via Zoom Meeting.**

Conditional Land Use Application is required to operate a soda stand at 720 1st Avenue because that type of use and structure is not described in Chapter 17.20 – Commercial – Industrial Use Regulations. The conditional land use permitting process is intended to provide a detailed and comprehensive review of the proposed use and ensure that the interest of the public, the community, and surrounding neighborhood are protected. Conditional uses that are granted by the city are site specific and run with the land. Land use changes not specifically included in the approval of the conditional use are a violation of the city zoning ordinance.

Public comment is encouraged and can be provided at the public hearings on December 16th and January 12th. Public comment can also be made via email to the Planning Director, or via letter to the Planning Department office at 115 West 1st Street Laurel, MT 59044. A copy of the conditional use application and supporting documentation is available for review upon request at the Planning Department office. Questions regarding this public hearing may be directed to the Planning Director at 628-4796 ext. 5, or via email at cityplanner@laurel.mt.gov.

PUBLIC HEARING NOTICE

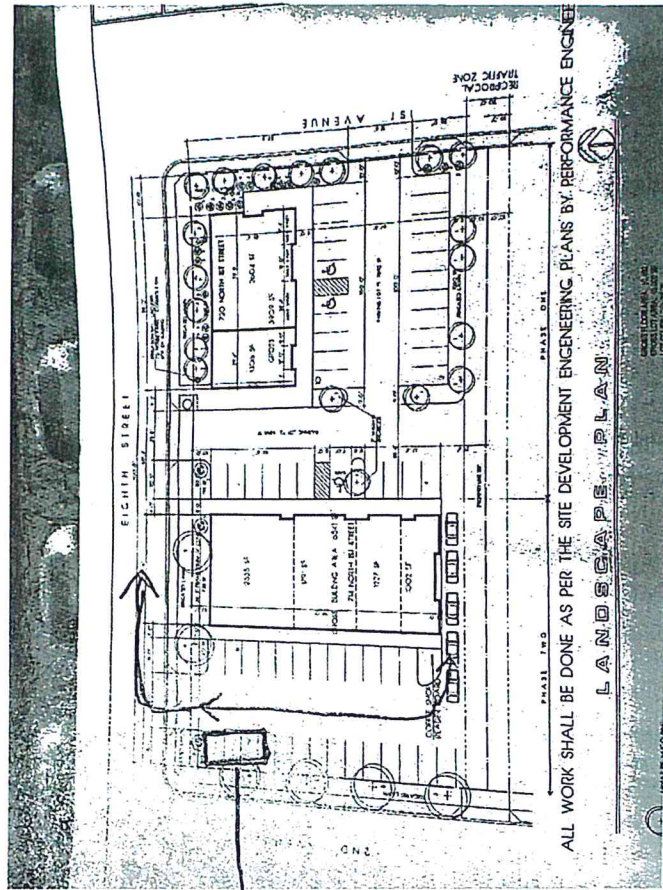
The Laurel City Council will conduct a public hearing on a conditional land use application submitted by Anne Pugmire on behalf of Soda Station to operate a soda stand at 720 1st Avenue. This property is zoned Community Commercial (CC) and is within the Community Entryway Zoning district (CEZD). **The City Council has scheduled a public hearing and consideration of approval for the conditional use for 6:30 P.M. on Tuesday, February 23rd, 2021 Via Zoom Meeting.** The meeting log-in details will be available on the meeting agenda.

A Conditional Land Use Application is required to operate a soda stand at 720 1st Avenue because that type of use and structure is not described in Chapter 17.20 – Commercial – Industrial Use Regulations. The conditional land use permitting process is intended to provide a detailed and comprehensive review of the proposed use and ensure that the interest of the public, the community, and surrounding neighborhood are protected. Conditional uses that are granted by the city are site specific and run with the land. Land use changes not specifically included in the approval of the conditional use are a violation of the city zoning ordinance.

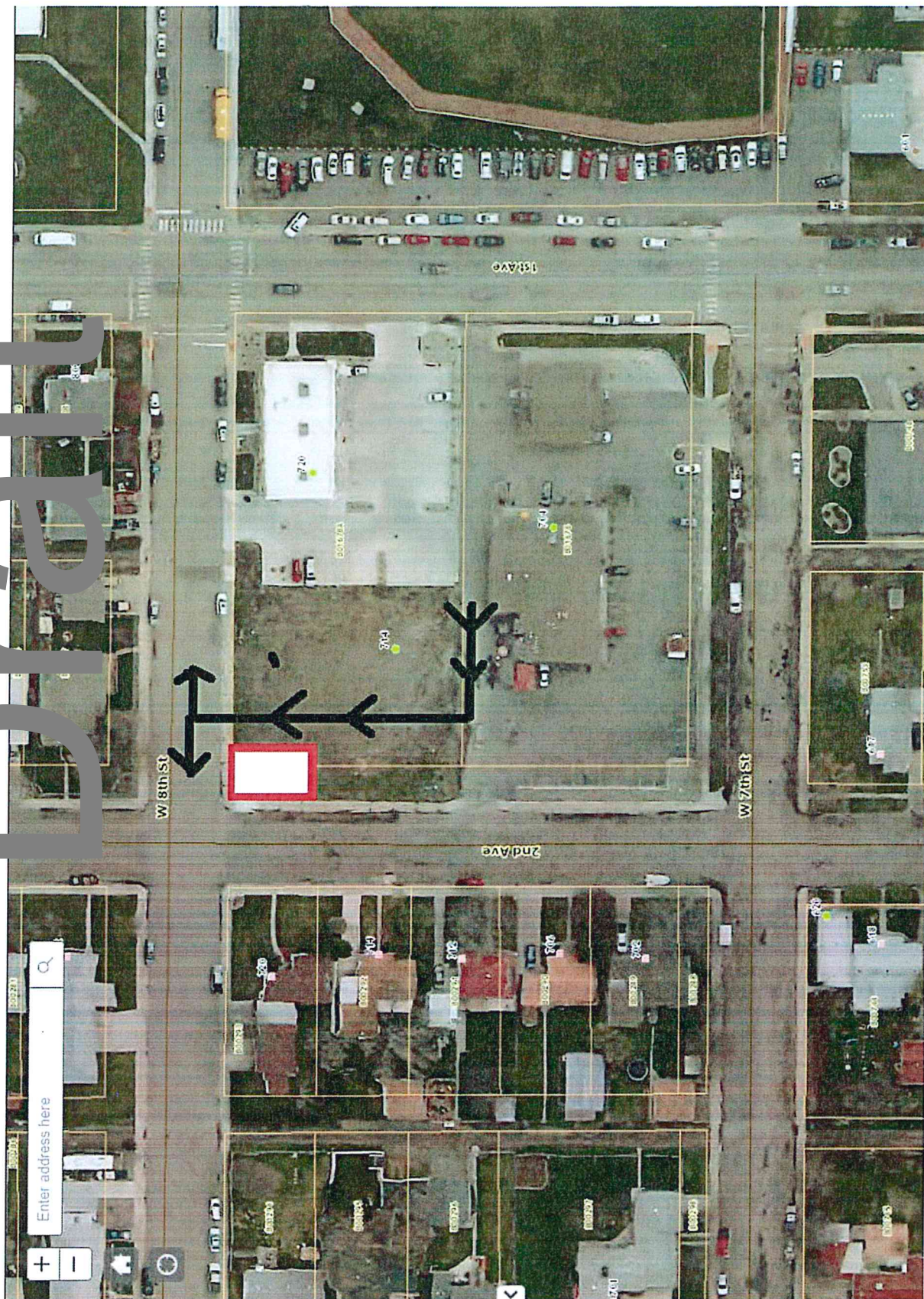
Public comment is encouraged and can be provided at the public hearing on February 23rd. Public comment can also be made via email to the Planning Director, or via letter to the Planning Department Office at 115 West 1st Street Laurel, MT 59044. A copy of the conditional use application and supporting documentation is available for review upon request at the Planning Department office. Questions regarding this public hearing may be directed to the Planning Director at 628-4796 ext. 5, or via email at planner@laurel.mt.gov.

Draft

Temp spot for Soda Station kiosk
• Bathroom Agreement with
Don Jones at Dickey's BBQ



Draft





17.20.010 - List of uses.

Table 17.20.010 designates the special review (SR) and allowed (A) uses as governed by commercial — industrial use regulations.

	AG	RP	NC	CBD	CC	HC	LI	HI	P
Accessory buildings or uses incidental and customary to a permitted residential use and located on the same parcel as the permitted residential use	A	A	A	A	A	A	A	A	A
Airports	A								A
Alcoholic beverages manufacturing and bottling (except below):							A	A	
1,500 to 5,000 31-gallon barrels per year				SR	SR	SR	A	A	
Less than 1,500 gallon barrels per year				A	A	A	A	A	
Ambulance service			A	A	A	A	A	A	
Antique store				A	A	A	A		
Appliance - (household) sales and service			A	A	A	A	A		
Assembly halls and stadium					SR	SR	SR		SR
Assembly of machines and appliances from previously prepared parts					SR	SR	SR		SR
Auction house, excluding livestock				SR	SR	A	A	A	
Auction, livestock	SR								
Automobile sales (new and used)				A	A	A	A		
Automobile - commercial parking enterprise				A	A	A	A	A	
Automobile and truck repair garage				A	A	A	A	A	
Automobile service station			A	A	A	A	A	A	
Automobile wrecking yard								SR	
Bakery products manufacturing					SR	A	A	A	
Bakery shops and confectioneries			A	A	A	A	A		
Banks, savings and loan, commercial credit unions			A	A	A	A	A		
Barber and beauty shops			A	A	A	A	A		
Bed and breakfast inns	A		A		A	A			
Bicycle sales and repair			A	A	A	A	A		
Blueprinting and photostating			A	A	A	A	A		
Boarding and lodging houses	A		A		A	A			
Boat building and repair						A	A	A	
Boat sales new and used					A	A	A	A	
Boiler works (manufacturing servicing)								A	
Boiler works (repair and servicing)							A	A	
Book and stationery store			A	A	A	A	A		
Bottling works							A	A	
Bowling alleys				A	A	A	A		
Brick, tile or terra cotta manufacture								A	
Bus passenger terminal buildings local and cross country				A	A	A	A		
Bus repair and storage terminals						A	A	A	
Camera supply stores			A	A	A	A	A		
Camps, public					SR	A			A
Car washing and waxing					A	A	A		
Car wash - coin operated			A	A	A	A	A		
Cement, lime and plastic manufacture								A	
Ceramics shop		SR	A	A	A	A	A		
Chemical and allied products manufacture								A	
Child care facilities	A		A		A	A			
Churches and other places of worship including parish houses and Sunday school building	A	SR	A	A	A	A	A	A	
Clinic, animal	A		A	A	A	A	A		
Clinics, medical and dental		SR	A	A	A	A	A		
Clothing and apparel stores			A	A	A	A	A		
Coal or coke yard								A	
Cold storage					A	A	A		
Colleges or universities			A	A	A	A			A
Commercial recreation areas			SR	A	A				A

17.20.010 - List of uses.



Table 17.20.010 designates the special review (SR) and allowed (A) uses as governed by commercial — industrial use regulations.

	AG	RP	NC	CBD	CC	HC	LI	HI	P
Commercial food products, storage and packaging						SR	A	A	
Communication towers (commercial)	A	A	A	A	A	A	A	A	SR
Concrete mixing plants and manufacturing of concrete products							A	A	
Construction contractors:									
Office			A	A	A	A	A	A	
Open storage of construction materials or equipment						SR	A	A	
Community residential facilities:									
Adult foster family care home	A		A		A	A			
Community group home	A		A		A	A			
Halfway house	A		A		A	A			
Youth foster home	A		A		A	A			
Youth group home	A		A		A	A			
Nursing, homes, convalescent homes, orphanages, and charitable institutions	A		A		A	A			
Crematorium						SR	A	A	SR
Creameries, dairy products manufacturing							A	A	
Creosote manufacturing or treatment plants								A	
Department stores				A	A	A	A		
Drug stores			A	A	A	A	A		
Dry kiln								A	
Dwellings: single-family Manufactured home	A	A	A	A	A				
Class A, Class B, Class C									
Two family			A	A	A				
Multiple family			A	A	A				
Row housing			SR	SR	SR				
Eating and drinking establishments:									
Cocktail lounge, restaurants, bars and taverns				SR	SR	SR	SR		
Restaurants (without the sale of alcoholic beverages)				A	A	A	A		
Drive-in restaurants					SR	SR	SR		
Extractive industries - excavations of sand and gravel		SR					SR		
Farm implements, sales and service						A	A	A	
Fat rendering or production of fats and oils								SR	
Feedlots – livestock	A							SR	
Feed and seed processing and cleaning for retail purposes									
Feed and seed - farm and garden retail sales					A	A	A		
Fertilizer manufacturing								SR	
Fertilizer wholesale sales						SR	SR	A	
Fertilizer - retail sales					A	A	A		
Florist, wholesale sales	SR				A	A	A		
Florist, retail sales			A	A	A	A	A		
Flour mills							SR	SR	
Food products manufacturing, storage and processing						SR	SR	A	
Food stores (retail only)				A	A	A	A		
Food stores (retail only) - 3000 sq. ft.			A	A	A	A	A		
Foundry								A	
Frozen food lockers					A	A	A		
Fuel oil, gasoline and petroleum products bulk storage or sale						A	A	A	
Furnace repair and cleaning					A	A	A	A	
Furniture and home furnishings, retail sales			A	A	A	A	A		
Furriers, retail sales and storage			A	A	A	A	A		
Gambling establishments				A	A	A	A		
Garbage, offal and animal reduction or processing							SR		
Garbage and waste incineration								SR	
Gas storage								SR	

17.20.010 - List of uses.



Table 17.20.010 designates the special review (SR) and allowed (A) uses as governed by commercial — industrial use regulations.

	AG	RP	NC	CBD	CC	HC	LI	HI	P
Gases or liquified petroleum gases in approved portable metal containers for storage or sale						A	A	A	
Grain elevators	A					SR	SR	A	
Greenhouses	A				A	A	A	A	
Hardware, appliance and electrical supplies, retail sales				A	A	A	A		
Hatcheries	A						SR	SR	
Heliports				SR		SR	SR	SR	SR
Hobby and toy stores			A	A	A	A	A		
Hospitals (for the care of human patients)			A	A	A	A		A	
Hospital, animal		A		SR	SR	A	A	A	
Hotels				A	A	A			
Industrial chemical manufacture except highly corrosive, flammable or toxic materials								SR	
Irrigation equipment sales and service					A	A	A	A	
Jails and penal institutes									A
Janitor service				A	A	A	A		
Jewelry and watch sales			A	A	A	A	A		
Kennels – commercial	A				SR	A	A		
Laboratories for research and testing						SR	A	A	
Landfills - reclamation or sanitary									A
Laundries, steam and dry-cleaning plants							A	A	
Laundries, steam pressing, dry-cleaning and dyeing establishments in conjunction with a retail service counter under 2500 sq. ft. in size			A	A	A	A	A		
Laundries, pick up stations			A	A	A	A	A		
Laundries, self-service coin operated			A	A	A	A	A		
Libraries, museums, and art galleries			A	A	A	A	A		A
Lock and gunsmiths			A	A	A	A	A		
Lodges, clubs, fraternal and social organizations provided that any such club establishment shall not be conducted primarily for gain				A	A	A			
Lumber yards, building materials, storage and sales						A	A	A	
Machine shops						SR	A	A	
Manufacturing - light manufacturing not otherwise mentioned in which no excessive fumes, odors, smoke, noise or dust is created						SR	A	A	
Heavy manufacturing not otherwise mentioned or blending or mixing plants						SR	SR		
Meat processing - excluding slaughter plants						SR	A		
Meat processing, packing and slaughter								SR	
Medical marijuana cultivation facility or cultivation facility							A	A	
Medical marijuana dispensary or dispensary							A		
Metal fabrication						SR	SR	A	
Motorcycle sales and repair				A	A	A	A		
Mortuary			A	A	A	A	A		
Motels and motor courts				A	A	A			
Music stores			A	A	A	A	A		
Office building, professional government and private office buildings in which no activity is carried on catering to retail trade and no stock of goods is maintained for sale	SR	SR	A	A	A	A	A	A	SR
Office equipment, supplies and service			A	A	A	A	A		
Optician and optical supplies and sales			A	A	A	A	A		
Oxygen manufacturing and/or storage								A	
Paint and body shops				A	A	A	A	A	
Paint and retail sales			A	A	A	A	A		
Parking, public		SR	A	A	A	A	A	A	A

17.20.010 - List of uses.



Table 17.20.010 designates the special review (SR) and allowed (A) uses as governed by commercial — industrial use regulations.

	AG	RP	NC	CBD	CC	HC	LI	HI	P
Parks, playgrounds, playfields and golf courses, community center buildings - operated by public agency, neighborhood or homeowner's association	A	SR							A
Pawn shops				A	A	A	A		
Pet shops			A	A	A	A	A		
Photographic studios		SR	A	A	A	A	A		
Planing or saw mills								A	
Post-secondary school	A	A	A	A	A	A			A
Prefabricated building materials assembly and manufactures						SR	A	A	
Preschool	A	SR	SR	SR					
Printing, publishing, reproduction and lithography				A	A	A	A	A	
Processing of previously slaughtered meats, including cutting, wrapping, and freezing by freezer and locker provisioners					A	A	A	A	
Public utilities service installations	SR	SR	SR	A	A	A	A	A	SR
Public utilities storage yard						A	A	A	SR
Radio and TV broadcasting stations				A	A	A	A	A	
Radio and TV tower						A	A	A	SR
Railroad yard							A	A	
Real estate office			A	A	A	A	A		
Rental service store and yard					A	A	A		
Repair and servicing of industrial equipment and machinery						A	A	A	
School, commercial			A	A	A	A			A
Scrap yards - storage and processing								A	
Secondhand stores and/or antique store				A	A	A	A		
Sheet metal shops and processing							A	A	
Shoe repair				A	A	A	A	A	
Sign manufacturing, painting and maintenance						A	A	A	
Sign									
Billboards	SR					SR	SR	SR	
On premises	A	SR	A	A	A	A	A	A	
Off premises	SR			SR	SR	SR	SR	SR	
Slaughterhouse	SR							SR	
Sporting goods sales				A	A	A	A		
Storage, compartmentalized storage for commercial rent							SR	SR	
Storage and warehouse and yards							SR	A	
Stone cutting, monuments manufacturing and sales							SR	A	
Sugar and sugar beet refining								SR	
Swimming pools or beaches, public									A
Taxi stands				A	A	A	A		
Theaters, cinema, opera houses				A	A	A			
Drive-in theaters						SR			
Tire recapping and retreading						A	A	A	
Trailer and recreational vehicle sales area					A	A	A		
Travel trailer park (transient)						SR			
Truck terminals, repair shops, hauling and storage yards						A	A	A	
Water and sewage treatment plant	A								A
Wholesale and jobbing establishments						SR	A	A	
Woodworking shops, millwork						SR	A	A	
Zoo, arboretum	SR								A

(Ord. No. 009-01, 3-17-09; Ord. No. 009-07, 7-7-09; Ord. No. 011-01, 2-15-2011; Ord. No. 0-14-03, 8-5-2014)

17.16.010 - List of uses.

Table 17.16.010 designates the special review (SR) and allowed uses (A) in residential districts.

Table 17.16.010

	RE 22,000	R 7,500	R 6,000	RLMF	RMF	RMH	PUD	SR	RT
Accessory building or use incidental to any permitted residential use customarily in connection with the principal building and located on the same land parcel as the permitted use		A	A	A	A	A	A	A	A
Animals (see zoning district description for specifics)								A	
Automobile parking in connection with a permitted residential use		A	A	A	A	A	A	A	A
Bed and breakfast inn		SR	SR	SR	SR	SR	SR	SR	SR
Boarding and lodging houses		SR	SR	SR	SR	SR	SR	SR	SR
Cell towers (see Sections 17.21.020—17.21.040)									
Cemetery		SR	SR	SR	SR	SR	SR	SR	
Child care facilities									
Day care home		A	A	A	A	A	A	A	A
Group day care home		A	A	A	A	A	A	A	A
Day care center		SR	SR	SR	SR	SR	SR	SR	SR
Churches and other places of worship including parish house and Sunday school buildings		SR	SR	SR	SR	SR	SR	A	SR
Communication towers (see Sections 17.21.020—17.21.040)									
Community residential facilities serving eight or fewer persons		A	A	A	A	A	A	A	A
Community residential facilities serving nine or more persons		SR	SR	SR	SR	SR	SR	SR	SR
Orphanages and charitable institutions		SR	SR	SR	SR	SR	SR	A	SR
Convents and rectories		SR	SR	SR	SR	SR	SR	A	SR
Crop and tree farming, greenhouses and truck gardening									
Day care facilities		SR	SR	SR	SR	SR	SR	SR	SR
Dwellings (noncommercial)		A	A	A	A	A	A	A	A
Dwellings Single-family		A	A	A	A	A	A	A	A
Two-family			A	A	A		A		
Multifamily				A	A		A		
Manufactured homes									
Class B						A			
Class C						A			
Row Housing				SR	SR		A		
Family day care homes		A	A	A	A	A	A	A	A
Greenhouses for domestic uses		A	A	A	A	A	A	A	A
Group day care homes		A	A	A	A	A	A	A	A
Home occupations		A	A	A	A	A	A	A	A
Parking, Public		SR	SR	SR	SR	SR	SR	SR	SR
Parks, playgrounds, playfields, and golf courses community center buildings—operated by public agency, neighborhood or homeowners' associations		A	A	A	A	A	A	A	A
Planned developments							A		
Post-secondary school		A	A	A	A	A	A	A	A
Preschool		SR	SR	SR	SR	SR	SR	SR	SR
Public service installations		SR	SR	SR	SR	SR	SR	SR	SR
Schools, commercial		SR	SR	SR	SR	SR	SR	SR	SR
Schools, public elementary, junior and senior high schools		A	A	A	A	A	A	A	A
Towers (see Sections 17.21.020—17.21.040)									

Chapter 17.62 - CONDITIONAL LAND USES

17.62.010 - Purpose.

The purpose of conditional land uses is to provide for specific uses, other than those already allowed in each zoning district, which may be compatible uses in the district under certain safeguards or conditions. The conditional land use permitting process is intended to provide a detailed and comprehensive review of such proposed, compatible developments and to insure the interest of the public, the community, and the larger neighborhood area are protected. Conditional uses, once granted by the city, are sight specific and run with the land. Land use changes not specifically included in the approval of a conditional use are a violation of the city zoning ordinance.

(Ord. 03-4 (part), 2003)

17.62.020 - Requirements.

No structure or land use may be used for any purpose other than those allowed within a zoning district as specified in the zoning ordinance unless either a variance has been granted (under Chapter 17.60 or 17.64 of this code) or a conditional land use permit therefor has been provided. The zoning commission may recommend and the city can require any information that will allow the decision makers to comprehensively evaluate and decide on applications for conditional uses brought before them. The zoning commission may recommend and the city can require, after consideration of the application for conditional use, those conditions under which such land use may be allowed to include but not be necessarily limited to the following:

- A. Adequate ingress and egress with concern for vehicular and pedestrian safety and convenience, traffic flow and control, and emergency access as reviewed and approved by the city public works director;
- B. Adequate off-street parking and loading with attention to vehicular and pedestrian safety and traffic flow;
- C. Conditions that control, specify, or plan for the generation of odors, noise, hours of operation, signage, or impact on the neighborhood of natural systems;
- D. Adequate landscaping, screening, mitigation of impact on adjacent property and buffering; and
- E. Compatibility with adjacent and neighborhood land uses and Laurel's GMP.

(Ord. 03-4 (part), 2003)

17.62.030 - Application process.

Twelve copies of the conditional use application form and required review fee shall be submitted to the planning board secretary thirty working days prior to the regularly scheduled zoning commission/planning board meeting at which the application will be considered. The planning board secretary shall note the time of receipt, keep one copy, send one copy to the city planner, and forward the remainder to the members of the zoning commission.

- A. The zoning commission shall publish notice of public hearing in the local newspaper at least fifteen days prior to the zoning commission meeting at which the application will be considered; adjacent property owners of record within one hundred fifty feet of the application property shall also be notified by mail by the zoning commission. The applicant or

the authorized agent must attend the public hearings before both the zoning commission and the city council.

- B. The conditional use application shall include twelve copies of:
1. Conditional use application form;
 2. Legal description of the property;
 3. Address or general location of property;
 4. Existing zoning;
 5. Specific land use being requested;
 6. Reason for request;
 7. Scaled drawings of the subject property, proposed use, existing buildings and improvements, adjacent land use, fences, etc.;
 8. Other information as may be needed by the zoning commission;
 9. Name, address and telephone number of owner of record;
 10. Name, address and telephone number of agent of owner of record;
 11. List of current property owners adjacent to and within one hundred fifty feet of the parcel for which a conditional use permit is sought;
 12. Review fee.
- C. After the public hearing for the conditional use, the zoning commission shall delay its recommendation to city council no longer than thirty working days. The city council shall publish notice of and conduct a second public hearing before the council, consider the recommendation of the zoning commission and make its decision.

Ord. 03-4 (part), 2003)

MINUTES
LAUREL AIRPORT AUTHORITY BOARD MEETING
Tuesday, January 26, 2021

A Laurel Airport Authority Board meeting was held in the Airport Pilot's Lounge and called to order by Chairman Randy Hand at 19:00.

BOARD MEMBERS PRESENT:

- ☐ Randy Hand, Chairman
- ☐ Brock Williams, Secretary
- ☐ Shane Linse
- ☐ Jim Swensgard
- ☐ Will Metz

OTHERS PRESENT:

Craig Canfield

1. General Items

- a. Previous minutes approved by unanimous consent
- b. Regular and recurring claims were approved by unanimous consent

2. Reports from KLJ

- a. Closeout report for pavement maintenance has been submitted but has not yet been processed by the FAA
- b. Craig provided a scope of work for a planning project to look at extending Runway 4/22, Taxiway A completion, Hangar Areas, bringing maps up to FAA standards, updating the Airport Layout Plan, etc. Cost is approximately \$200,000. Motion to move forward with the planning project passed without dissent.

3. New Business

- a. Internet - still investigating making WiFi internet service available in the hangar areas.
- b. Chairman - Randy is looking to be done as Chairman at the end of his 2nd term in October. Discussion about delegation of tasks and how other board members can help more. We will have an occasional work session in addition to the regular monthly meeting for further planning.
- c. Fly-in - We are looking to host another fly-in this year. Going to check with MDT for any that are already scheduled so we can try to pick an open weekend, possibly mid-May to early June.

4. Old Business

- a. Gate - The gate is repaired. Will be programmed to be open during daylight hours 7 days a week.
- b. SRE Building - beam is getting ordered
- c. Beacon - new beacon has arrived, and installation will be coordinated.
- d. RMC - Will had a conversation with the program manager and a board member. They are not currently interested in moving but will keep us in mind.
- e. Heli Base - Will talked to the state coordinator and let him know we are open to having them back.

5. Public Input

Citizens may address the board regarding any item of business not on the agenda. The duration for an individual speaking under Public Comment is limited to three minutes. While all comments are welcome, the board will not take action on any item not on the agenda.

- a. none received

6. Other Items

none

7. Announcements

a. none

The meeting was adjourned at 21:20.

Respectfully submitted,

Rock Williams
Secretary

NOTE: This meeting is open to the public. This meeting is for information and discussion of listed agenda items.

File Attachments for Item:

2. Laurel Airport Authority Minutes of January 26, 2021.

MINUTES
LAUREL AIRPORT AUTHORITY BOARD MEETING
Tuesday, January 26, 2021

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- ☐ Randy Hand, Chairman
- ☐ Brock Williams, Secretary
- ☐ Shane Linse
- ☐ Jim Swensgard
- ☐ Will Metz

OTHERS PRESENT:

Craig Canfield

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5. Public Input

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- a. none received

6. Other Items

none

7. Announcements

- a. none

The meeting was adjourned at 21:20.

Respectfully submitted,

Brock Williams
Secretary

NOTE: This meeting is open to the public. This meeting is for information and discussion of listed agenda items.

File Attachments for Item:

7. Workshop Minutes November 19, 2019.

**MINUTES
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, NOVEMBER 19, 2019**

A Council Workshop was held in the Council Chambers and called to order by Council President Eaton at 6:30 p.m. on November 19, 2019.

COUNCIL MEMBERS PRESENT:

<input checked="" type="checkbox"/> Emelie Eaton	<input checked="" type="checkbox"/> Heidi Sparks
<input type="checkbox"/> Bruce McGee	<input checked="" type="checkbox"/> Richard Herr
<input type="checkbox"/> Scot Stokes	<input checked="" type="checkbox"/> Irv Wilke
<input checked="" type="checkbox"/> Richard Klose	<input checked="" type="checkbox"/> Bill Mountsier

OTHERS PRESENT:

Bethany Langve, Clerk/Treasurer
Brent Peters, Fire Chief
Jaime Swecker, Fireman

Public Input:

Brent Peters, 1995 Saddleback Dr., stated he thought this was going to be on the agenda tonight to discuss about the issues about the Fire Department as per the last Council meeting. Obviously, we are not; I would like to address the Council. What are we trying to fix? The last 22 years, I have been a responder in Laurel. We have had a problem in the EMS, not a result of the EMT, as they are a strong, dedicated people, but a problem with the staffing to cover all of our calls. These volunteers have poured a lot of time and dedication into the community, and they get to where \$3.50 an hour doesn't cut it for them anymore. They move on and get careers, so they move on. For the last ten years, they have been talking to City administration about full-time EMTs to fix the problem. That's the only thing that's going to fix the problem in Laurel. He is happy to say that he has been informed that the City is hiring five full-time EMT positions now. But the next question is who is going to manage those people. He was given a letter on November 8th stating the intent was to hire a full-time Fire Chief to oversee this. Right now, the Fire and EMS are two separate groups. Wouldn't the money be well spent hiring a full-time EMS Ambulance Director than a full-time fire chief. An ambulance Director that could run the day-to-day operations and schedule them so that we would have max coverage of shifts, manage the State and Federal requirements for the service, assist as an individual responder and build relationships with the surrounding community and mutual aid agreements. I have provided the name of one individual to the past and present administration; they could probably bring added benefits to Laurel. They were a paramedic supervisor. They currently work in a critical care. They were also the director of one of the largest EMT training facilities in Montana. She could bring the possibility of 75 to 100 EMTs to Laurel to help us fix our problem. After being presented that letter, I was trying to think what the mindset behind hiring a full-time fire chief. The Fire Department this year is 110 years old, and we have never missed the call. In 110 years, we have never failed to respond in Laurel. So what is it? We have progressed over the years. We have had to reorganize and restructure as modern firefighter tactics come about. We have

restructured our own department within the last ten years to meet the needs of our community. There is a lot of talk out there that the Fire Department is afraid of change in itself. We are not; we are realists. We understand that if the law dictates that, we need to change our department. We also know that in the society that we have that if we are not able to do our duties that we need to change also. We are very open to changes, but we are not very open to changes when we don't need to. Currently, we are a class three City. We won't know if we are a class 2 city until the 2020 census. As a class three City, there is no requirement for a paid fire chief. If we become a class two city, we are still very limited on what level of paid Fire Department we have to be. It doesn't say in Montana Code Annotated that we need a paid fire chief, paid administration, pay Fire Department, partial paid or a part-time paid or anything. The only reference is that it does say that a second-class city can have a supplementary volunteer Fire Department to aid the paid Fire Department. It doesn't say directly that we have to have a paid Fire Department. if that's the case, per my phone call to the Department of Labor, I would constitute as a part-time Fire Chief. I am a part-time City employee, according to the Department of Labor. because my stipend is 20% of what a paid fire chief would be. I pay all State and Federal Taxes. I receive a W-2 that I am a City employee. Therefore that would make me a City employee. That would make the requirement of a part-time Fire Chief. The design of the Fire Department right now, we have 13 stipend positions. Those 13 stipended positions for a lot of work over there. One of the positions is the Maintenance Captian. who saves the City thousands of dollars a year working on maintaining the equipment we have over there, so we don't have to contract it out to someone else. We have a communications officer over there that saves the City thousands of dollars by taking care of the communication problems, including programming our radios and pagers so that we have clear communications on fire grounds. We have a full Fire Marshall Office over there that investigates every fire for cause and origin; not all-volunteer Fire Departments have this and assists the PD in criminal investigations as well as the Yellowstone County Sheriff's Department. We have an award-winning fire prevention program that interacts with school-aged children multi times a year, teaching them about fire safety and fire awareness and fire prevention as well as summer safety, bike safety, and as a result from that, we have very few calls from school-aged children starting fires. The list goes on. out of those 13 stipends, it is not anywhere close to what they would pay for a full-time chief. that full-time chief would need to take on those roles as well as any other roles in reference to the Ambulance. So it makes sense to keep the structure of the Fire Department the way it is. Look at hiring a full-time EMS Director to manage the EMS Department. Last thing I want to address is teamwork. The City of Laurel needs to work as a team to determine what is best for Laurel. Individualists are only one-dimensional. Research codes, laws, options, opinions, case studies to have a clear understanding of what the right decisions are for Laurel. We need to work with other communities and other resources to find out what has worked and not worked. So we don't make the same mistakes. We have a smart, dedicated people right here in Laurel sitting right amongst us making the decisions for Laurel. We do not have to model ourselves after another City. Communicate, we need to talk to each other; we need to communicate the thoughts and ideas regardless if we agree or not. Thank you.

Shawna Hopper, 504 Roundhouse Drive, I am the wife of a firefighter, and yes, I am the person who posted on the community watch Facebook page last weekend. I posted to make the residents of Laurel aware of the changes the Mayor and the City plan on imposing. I am 100...a 1000% for the safety of our community. The point of the post was just to inform and communicate, which I

feel is lacking. I am here to ask a couple of questions. What is the real problem here in Laurel? Is it the EMT and Ambulance, or is it the Fire Department? What is the plan for the Emergency Services Department here?

Both short-term and long-term. I feel this has to be planned out and execute with the City Residents, the Mayor, the Council, both EMS departments to ensure the safety of our residents. From reading the new statements from the Mayor and the Ambulance Director the past few months, the Mayor's documents, the City budget, and the Mayor's emails to its residents, it does not appear there is an effective, properly planned out proposal. It seems to change daily. I know that the Mayor has stated he has talked to area Fire Chiefs that have transitioned to a paid Fire Department but has he spoke to the actual firefighters fighting fires in those departments? There are hardships that they struggle with daily with getting backing from their volunteers. Their systems struggle also. Why change Laurel's? It has been successful for 110 years. I am also curious why the City would pay one individual more than every single firefighter, their combined wages and stipends when they are not the problem. So my request to all of you is, please fix the problem at hand. Be honest and transparent on a short and long-term plan. Respond and communicate to all emails, to all concerns that all citizens have. Again the safety of this community is most important. Let's fix the problem for those that support us. Thank you.

Jamie Swecker, 3 Penstemon Ln, sorely disappointed tonight. Ms. Sparks requested the Mayor address this at the Workshop this evening. Last week, he agreed to that. He's not here. We have personal lives; I know he does as well. We are human. But he made a commitment to be the Mayor of this City. Those personal obligations sometimes have to be put aside to run this government to the benefit of the citizens. He's showing he doesn't care. To me and the rest of the people in this room, he doesn't care, but he does the citizens of this City. To me, it's disrespectful of you. You requested him, all of you. This is your Workshop; we are just citizens but remember you all work for the taxpayers. He works for the taxpayers. He gets a check from the taxpayers. I don't care if he is hunting. He said he would be here. I hope you hold him accountable for not being here. Thank you.

1. Ordinance - An Ordinance Amending Title 12 Chapter 12.28.060 Of The Laurel Municipal Code For The Purpose Of Changing The Parks And Playground Equipment Closed Hours, Correctly Reference The Proper Section Of LMC For Violations, And Add An Event Exemption.

Park Board spoke in length about the best hours of the parks. The recommendation for the park hours to be 6:00 a.m. to 10 p.m. except for fireworks during the 4th of July or other event's involving the entire community. The goal was to address the vandalism. Currently, there are cameras located at the big park; cameras can be placed at South Pond as well. The second goal was to give the ordinance some teeth so the Police can do their job. People are still able to cross the park, just not loiter.

It was questioned what the punishment is. Park Board member, Evan Bruce, clarified that the original ordinance pointed to the wrong section. This ordinance will need to be adjusted when Riverside Park is completed.

It was clarified this ordinance would have a first and second reading.

General Items

Executive Review

Council Issues

Council President Eaton made the following statement. It is provided in the City Charter as well as Chapter 2.04.020, both paragraphs a and b in LMC, that the Mayor and only the Mayor has the executive power to hire personnel, remove personnel, create new positions, change existing positions. We are the legislators; we have the power to approve appointments, approve the budget that allows personnel to be paid. According to the Mayor's request, we do not have the legislative power to change the Mayor's mind on a personnel issue. This issue has been planned for a long time, and it is underway at this moment. Further, we were also informed of pending changes to the fire personnel when the printed budget was presented to us and approved on September 3rd of this year. Page 4 of the introduction of the budget from the Mayor states, "The general fund appropriations are budgeted at \$4,690,704 with revenues coming in at \$3,920,872. This represents the use of \$769,832 of the reserves. Most of these appropriations are due to the hiring of emergency services staff. I, meaning the Mayor, have made it a number one priority to find a solution to the significant problem our City is facing regarding Ambulance Responses. Our volunteer staff needs support, and I am going to provide them that by hiring a full-time EMS/Fire Chief and three full-time EMT Firefighters. I challenged my Clerk/Treasurer to budget this staff, and she did. Our Emergency Services Committee is working on a mill levy to put out to our citizens to help pay for the needed equipment. The Clerk/Treasurer and Ambulance Director are going to apply for a SAFER Grant to help fund a portion of the wages for these three years. This is a huge endeavor, and I want to thank the volunteer Fire Department for being the first to suggest this type of structure to me. Therefore when we passed the budget, we approved the Mayor's request to put into action these personnel changes. Additionally, I double-checked with the chair of the Emergency Services Committee this past Sunday, and he assured me that the mill levy is intended to fund only the ambulance department. And lastly, the City Budget is not running in deficit. We used \$769,832 out of our reserves for this project. I make this statement because I do not want any Council Member to embarrass themselves by assuming legislatively alter or amend a personnel issue. Personnel issues are the domain of the Mayor alone. We pass the laws to allow for budgetary changes and approve or not the candidates that are chosen to staff the positions that are created. But we do not involve ourselves in personnel issues themselves.

Heidi - the Mayor contacted after last week's meeting and stated he would not be here and that item was pulled from the agenda. That item was moved to the 3rd of December. Will have to confirm next week.

Council Member Sparks made the following statement. I appreciate everything our firefighters do for our community. I admire and respect the loyalty and passion of our volunteer Fire Department. With that being said, I want to briefly address the social media situation of recent weeks. The manner in which concerns and frustrations are being expressed within social media groups and pages is both unprofessional and inappropriate. I personally have seen individuals associated with our Fire Department name-calling, cussing, and going so far as attacking those who do not share their views and opinions. This is counterproductive and is degrading to

themselves, the volunteers, the Fire Department, and their argument overall. I absolutely understand that change is hard. I also understand that there are valid concerns and legitimate frustrations and questions. But at the same time, our firefighters are leaders within this community, and with that comes an expectation of professionalism. Again I thank our many volunteers for their dedication to our safety, and I truly appreciate everything they do for our community.

Council Members Wilke and Klose echoed the statement made by Council Member Sparks.

Public Works Committee met last night at the December 3rd Workshop; please bring your Pavement Management Plan. This plan will be beneficial in the discussion about the plan for next year's Pavement Maintenance.

Other Items

Review of Draft Council Agendas

2. Review Draft Council Agenda of November 26, 2019.

Attendance at Upcoming Council Meeting

Announcements

3. Employee Volunteer Recognition:

Council President Eaton read recognized the following people for their years of service.

Geralyn Stevens	29 Years	Library
Susan Canape	24 Years	Police
Travis Pitts	23 Years	Police
Monica Salo	18 Years	Court
Jessica McCartney	12 Years	Police
Dylan Ceaser	6 Years	Water Plant
Keith Burns	6 Years	Fire Department
Michael Jenkins	6 Years	Fire Department
Thomas Sarkela	6 Years	Fire Department
Jamie Swecker	6 Years	Fire Department

Emergency Services Committee's next meeting is Monday, November 25, 2019, at 6:00 p.m. in Council Chambers.

The council workshop adjourned at 6:57 p.m.

Respectfully submitted,



Brittney Moorman
Administrative Assistant

NOTE: This meeting is open to the public. This meeting is for information and discussion of the Council for the listed workshop agenda items.

File Attachments for Item:

8. Workshop Minutes of July 7, 2020.

**MINUTES
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, JULY 07, 2020**

A Council Workshop was held in Council Chambers and called to order by Mayor Tom Nelson at 6:34 p.m. on July 7, 2020.

COUNCIL MEMBERS PRESENT:

<input checked="" type="checkbox"/> Emelie Eaton	<input checked="" type="checkbox"/> Heidi Sparks
<input checked="" type="checkbox"/> Bruce McGee via Zoom	<input checked="" type="checkbox"/> Richard Herr
<input checked="" type="checkbox"/> Scot Stokes	<input checked="" type="checkbox"/> Irv Wilke
<input checked="" type="checkbox"/> Richard Klose	<input checked="" type="checkbox"/> Don Nelson

OTHERS PRESENT:

Jean Kerr, Judge
Brent Peters, Fire Chief
Kurt Markegard, Public Works Director
Nick Altonaga, Planning Director

Public Input:

There were none.

General Items

1. Appointment of John Bartham to the Laurel Volunteer Fire Department.

Brent Peters, Fire Chief, introduced Mr. Bartham to Council.

Mayor Nelson stated that Laurel has one of the best Volunteer Fire Departments throughout the State. Mr. Bartham should be proud to be appointed to the Department.

Executive Review

2. Resolution - A Resolution Of Intent To Adopt An Official Schedule Of Fees And Charges For The City Of Laurel Repealing All Previous Resolutions That Set Fees Or Charges That Conflict With The Schedule Attached Hereto Upon Its Effective Date.

The most considerable change in the schedule of fees was to the Planning fees. They were egregiously low compared to other City's our size. Many items are crossed out. Many are not removed; they have been shifted to other sections.

It was questioned if a version without the track changes would be available. It was clarified the clean version would be available for the next meeting.

3. Resolution - A Resolution Approving The Agreement Between The City Of Laurel And The Laurel Airport Authority, Said Agreement Relating To Fire Protection

Brent Peters, Fire Chief, stated this is a two percent increase like we do each year. The Yellowstone Boys and Girls Ranch and the Airport Authority Fire District contracts are made yearly as we are unsure of their expansion plans each year. The other Fire District contracts are done at three percent each year. The issues with Fire District 7 have been resolved. They now have someone on the Board. Working on possibly combining Fire Districts 5, 7, and LUFSA into one district.

The Fire Department is staffing up to 11 people at a time. There have been many hot, dry storms starting to roll in. There were 140 fire messages after the firework show. Laurel only had one dumpster fire and two serious injury calls.

4. Resolution - A Resolution Authorizing The Renewal Of The Lease Agreement With Laurel Chamber Of Commerce For The Laurel Chamber Building For An Additional Five Year Term.

A Council Member noted that at one point in time, the rent of City buildings was going to be assessed by the size of the building. It was questioned if the Chamber was included in that process. It was further questioned why the rent was so low. It was clarified the Chamber does not have a lot of funds available to them. The Park Board wanted to keep the amount the same for the next term.

Council noted that leases seem to be very charitable. That the City needs to bring the leases up to market value. It was questioned what the cost to the City was to maintain the buildings vs. the revenue they are generating. Mayor Nelson stated he would have that information gathered. It was further questioned if the City was in a rush to sign the lease.

Kurt Markegard, Public Works Director, stated that Firemen's Park is owned by the railroad. Part of the lease is that the City has a tourist stop on the property. They do maintain the tour stop requirement for the City. If the City fails to operate that stop, then the property goes back to the railroad.

It was questioned if the building was included in that lease with the railroad. It was clarified that the City owns the building but not the land underneath it.

5. Resolution - A Resolution Of The City Council Authorizing The Mayor To Sign A Contract With True North Contracting For Asphalt And Concrete Replacement Work Related To The Construction On The 5th Avenue Railroad Crossing Within The City Of Laurel.

Kurt Markegard, Public Works Director, stated a while ago, Council saw an MOU between the State, MRL, and the City for the 5th Avenue crossing repairs. This contract is for the asphalt repair to that crossing. He met with the railroad a few weeks ago, and they wanted to do the work

after the 4th of July. The City will also need to do the sidewalks across the crossing as well. True North has worked with the railroad on other crossings. The contractor needs to be able to jump in and be done by the end of the week. Right now, it looks like work will begin on July 20th. They will start by removing all the track and putting in all the concrete panels. The asphalt will be 7 inches thick. There will be truck crossing arms at this crossing.

Council previously approved that the City would do the work. This is the small service contract for that work. There have been complaints of damaged vehicles from going across this crossing. This crossing has the oldest crossing arms in the State of Montana. They do not even make parts for it anymore. The railroad did coordinate between the underpass project and the 5th avenue project, so both won't be closed simultaneously.

6. Resolution - A Resolution To Approve Property Owners' Request To File A Petition To Annex Their Property Located At 810 West 7th Street To The City Of Laurel, Montana.

Nick Altonaga, Planning Director, stated per the annexation policy, any property under two acres needs Council's approval to fill out the annexation application. The property owners, see attached letter, have issues with their drain field. They are within 500 ft of the City's sewer line. They are requesting to tie into our system. There are issues with the water and sewer lines adjacent to the property. They will need to tie into the lines on 8th Avenue.

7. Resolution - A Resolution Of The City Council Authorizing The Award Of Grants From The Tax Increment Financing District Funds Pursuant To The Lura Small Grant Request Program For Eligible Applicants And Improvements.

Nick Altonaga, Planning Director, stated if a project or property has grants that total over \$5000, they must come to Council for approval. All grant applications included in this resolution are over \$5000. LURA has approved all at the regular meeting on June 22, 2020. See the attached brief overview.

Council questioned if Mountain Land was a local business. It was clarified that the local address is 204 E. Main Street. The applicant is in Billings, and the home office is located in Utah.

8. Ordinance - Street Mainenance

Mayor Nelson stated this item had been pulled from the agenda.

Council Issues

9. Discussion on Traffic Flow at 5th Avenue and W. Main Street.

Council Member Sparks asked if there is anything the City can do to make the intersection at 5th Ave and W. Main Street a 4-way. This is not a Public Works Committee, it was brought to Emergency Services Committee, and they opted to have it brought to Council.

The City has not been in touch with the State regarding this intersection. The ordinance states all traffic-related items need to go to the Police Chief. Council may consider asking for a traffic study.

Council noted with the windmills coming through town; the underpass might bottleneck. Staff stated they can look into it but would need to understand what Council wants.

A Council Member noted that there is a span of time that they will move the windmills. They need to move 114 windmills. Traffic patterns will transfer more towards the 5th Avenue crossing. Having people use the new interchange will make it more challenging to get across at 5th Avenue. School buses have issues at this intersection often. It was requested if the underpass is closed, stop signs be placed at the 5th Avenue/W. Main intersection. It was clarified the Police Chief has a meeting with the company moving the windmills. It should go fairly quickly once they start coming through. It is not clear why kind of traffic control will be in place while moving the windmills through town. The City will need to contact the State for a traffic study.

10. Discussion and Presentation of the Yellowstone County Economic Recovery Plan

Nick Altonaga, Planning Director, reviewed the attached handout from the Yellowstone County Economic Recovery Plan. He stated that there is a public comment period for the next two weeks. If anyone has comments contact regarding the plan, please contact him.

Other Items

There were none.

Review of Draft Council Agendas

11. Draft Council Agenda for July 14, 2020.

The Street Maintenance ordinance was pulled from the agenda.

Attendance at Upcoming Council Meeting


All Council Members present will be at next week's meeting.

Announcements

It was requested at the next Workshop there be a discussion about a replacement and depreciation fund for the Solid Waste Fund.

The council workshop adjourned at 7:41 p.m.

Respectfully submitted,


Brittney Moorman
Administrative Assistant

NOTE: This meeting is open to the public. This meeting is for information and discussion of the Council for the listed workshop agenda items.

CITY OF LAUREL
SCHEDULE OF FEES AND CHARGES
AS OF TUESDAY, JULYNE 5, 201820 / RESOLUTION NO. R2019-

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

Returned Check.....	\$30.00
Document Photocopying	
First 3 pages	No Charge
Copies in excess of 3 pages – per page	\$0.25
Research City Records (Per Hour).....	\$30.00
Video Tape or DVD Copy	First Copy \$25.00
.....	Each Additional Copy \$5.00
Dog License Fees and Renewals before April 1 (must be renewed each year)	
Spayed Female/Neutered Male	\$10.00
Un-spayed Female/Un-neutered Male	\$15.00
Dog License Renewals after April 1	
Spayed Female/Neutered Male	\$20.00
Un-spayed Female/Un-neutered.....	\$30.00
Dog Kennel before April 1 (must be renewed each year)	
Non-Commercial	\$50.00
Commercial	\$75.00
Business License	
General	\$75.00
Beer and/or Wine License.....	\$200.00
Three Apartments.....	\$30.00
Four Apartments	\$40.00
Five or more Apartments	\$75.00
Pawn Shop.....	\$100.00
Utilities.....	\$300.00
Amusement Machines.....	\$50.00
Live Music	\$50.00
Junk.....	\$50.00
Liquor License	\$406.00
Franchises.....	\$300.00
Sexually Oriented Business.....	\$500.00

Police Department Fees and Charges

Victims Report.....	\$5.00
Case Report	\$35.00
Case Report with pictures	\$45.00
Vehicle Accident Report (form only)	\$10.00
Vehicle Accident Report with pictures	\$25.00
Audio Recording	\$50.00
Vehicle Impound – Per Day 1 st week.....	\$25.00
Vehicle Impound – Per Day after 1 st week	\$50.00
Dog Impound Fee	\$30.00
Dog Boarding Fee (24 hours after notification) – Per Day	\$60.00
Fingerprint Card	\$30.00
Subsequent Fingerprint Cards – Per Card.....	\$5.00

Fire Department Fees and Charges

Incident Report (NFIRS Copy).....	\$30.00
Photograph Copies – Color (35mm) Prints.....	Cost of Processing + \$25.00

Photograph Copies – Enlargements	Cost of Processing + \$25.00
Photograph Copies – Digital (Copy of Disk)	\$35.00
Fire Suppression Fees Charged to Non-Residents or for Code or Ordinance Violations	
Base Rate for First Hour of Response for working fires, rescue operations, hazmat or large scale incidents	\$1,100.00
Base Rate for Service Assist Calls or Minor Calls	\$700.00
For each Fireman	\$20.00/hour
Base Rate for Assist and Investigate	\$200.00/hour

Rates for Additional Hours after the First Hour of Any Response

(Time calculated from time of response to return to service.)

Engine #1	\$250.00
Engine #2	\$250.00
Engine #4	\$200.00
Squad5	\$250.00
Tender #1	\$75.00
Tender #2	\$75.00
Support #1	\$75.00
Command 1	\$100.00
Command 2	\$100.00
Brush #1	\$100.00
Brush #2	\$100.00
Brush #3	\$100.00
Brush #5	\$100.00

Business inspection within jurisdiction – marketing fireworks, firecrackers and other pyrotechnics \$200.00

False Fire Alarms (per year)

First	Free
Second	\$100.00
Third	\$200.00
Fourth +	\$300.00

Fire Extinguisher Training

10 Students	\$150.00
-Additional per student	\$15.00

Ambulance Service Fees

Paramedic Base Rate	\$1,2400.00
Basic Base Rate	\$1,1900.00
Mileage with Patient (per mile)	\$187.00

Other Charges

Treat Only	\$180.00
Basic Disposable Supplies	\$1270.00
Paramedic Disposable Supplies	\$20170.00
Defibrillator Supplies	\$200.00
EKG Supplies	\$50.00
Wait Time	\$545.00
Extra Attendant	\$745.00
DOA Transport	\$20150.00
Stand-By Rate (per Hour)	\$1080.00
Nebulizer	\$2035.00
Decontamination of Ambulance	\$70.00
IV Supplies	\$50.00
Glucometer	\$420.00
PlusePulse Ox	\$20.00
Spinal Immobilization	\$50.00
Splinting	\$25.00

Supraglottic Airway (BVM/King)	\$10075.00
Suction Kit	\$15.00
Intraosseous Kit (IO).....	\$200.00
Wound Care	\$20.00
Pelvic Splint (any size).....	\$100.00
Burn Kit.....	\$50.00
Needle Decompression.....	\$100.00
ET Intubation	\$100.00
Capnography Monitoring	\$15.00
Cricothyrotomy	\$150.00
Medication Charges	
Adenosine.....	\$ 25.00
Albuterol Neb 5mg.....	\$15.00
Amiodarone.....	\$ 20.00
Aspirin.....	\$10.00
Atropine	\$ 30.00
Benadryl Tab 25mg.....	\$15.00
Calcium Gluconate.....	\$ 35.00
D5W Solution	\$20.00
D10W Solution per 1000 ml	\$25.00
D50W Solution	\$25.00
Diphenhydramine Injectable 50 mg	\$ 10.00
Dopamine	\$ 35.00
Epinephrine Injector Adult.....	\$300.00
Epinephrine Injector Pediatric.....	\$400.00
Epinephrine 1 mg/ml.....	\$30.00
Epinephrine 1:1000	\$ 40.00
Epinephrine 1:10000	\$ 20.00
Fentanyl.....	\$ 30.00
Furosemide.....	\$ 10.00
Glucagon 1mg	\$4500.00
Haloperidol	\$15.00
Humidified Oxygen	\$90.00
Ipratropium Bromide Inhalant 2.5 ml	\$ 5.00
Ketamine	\$ 125.00
Lidocaine.....	\$ 25.00
Magnesium Sulphate	\$ 20.00
Midazolam	\$ 15.00
Morphine Sulfate per 10 mg	\$ 30.00
Narcan (Naloxone) per 2 mg.....	\$ 55.00
Nitro Tab	\$ 20.00
Nitrous Oxide Administration.....	\$ 350.00
Norepinephrine.....	\$ 80.00
NS Solution 500 cc	\$ 30.00
NS Solution 1000 cc.....	\$ 60.00
Ondansetron (Zolfran) Injectable 4 mg.....	\$ 15.00
Ondansetron (Zolfran) Oral 4 mg	\$ 2.00
Oral Glucose 30 g	\$ 15.00
Oxygen	\$ 80.00
Sodium Bicarbonate	\$ 50.00
Solu-Cortef 100 mg.....	\$ 75.00
Solu-Medrol 125 mg	\$ 20.00
Thiamine 200 mg	\$ 25.00
Tranexamic Acid (TXA)	

Oral Glucose 30g	\$15.00
Morphine Sulfate per 10 mg	\$30.00
Narcan (Naloxone) per 2 mg	\$55.00
NS Solution 500cc	\$30.00
NS Solution 1000cc	\$60.00
Nitro Tab	\$20.00
Oxygen	\$80.00
Humidified Oxygen	\$90.00
Ondansetron (Zofran) Injectable per 4 mg	\$15.00
Ondansetron (Zofran) oral per 4 mg	\$2.00
Solu Medrol 125 mg	\$20.00
Thiamine 200 mg	\$25.00
Nitrous Oxide Administration	\$350.00
Diphenhydramine Injectable 50 mg	\$10.00
Impratropium Bromide Inhalant 2.5 ml	\$5.00
Solu Cortef 100 mg	\$75.00

80.00

EMT Class (plus the cost of books and testing) \$5050.00

Advanced EMT Class (plus the cost of books and testing) \$1,500.00

Water Rates & Charges

See current resolution (Resolution No. R11-110).

Raw (untreated) Water: Base rate as per meter size, plus \$0.40/1000 gallons.**System Development Fees (Based on Line Size):**

¾ Inch	\$1,500.00
1 Inch	\$2,685.00
1¼ Inch	\$4,170.00
1½ Inch	\$6,000.00
2 Inch	\$10,710.00
3 Inch	\$24,000.00
4 Inch	\$42,855.00

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 service as requested.

Curb Box Repair Insurance Fee: \$1.00/month per water account.**Utility Hook-Up Fees:**

Water Tapping – Two Inches or Less	\$2500.00
Water Tapping – Greater Than Two Inches	Fee x 1.25
Labor/Operator Rate Per Hour	\$40.00
Heavy Equipment Rate Per Hour	\$75.00

Other Fees for Repairs, etc.:

Frozen or Damaged Meter	Replacement meter or meter parts cost plus 25%
Plus the Labor/Operator Rate Per Hour	\$40.00
OR overtime hourly rate if called out after hours	\$90.00
Hydrant meter rental	\$476.00/month prorated plus the total usage

Utility Billing Fees and Deposits:

New Accounts or Re-Establishing an Account	\$25.00
Restoring Service to a Delinquent Account	\$50.00

Deposit for New Meter Accounts, No Service in Previous Year.....	\$150.00
Charge for check returned by bank as unpaid.....	\$30.00

Wastewater Rates & Charges

See current resolution (Resolution No. R11-110).

Septic dump fee.....	\$40.00/minimum up to 1,000 gallons plus \$0.04/gallon thereafter;
(Resolution No. R15-96).....	\$40.00 cleanup fee for spillage

System Development Fees

System Development Fees (Based on Line Size) – Sewer

Residential

Each housing unit	\$1,000.00
Duplex = 2 units; Triplex = 3 units; Four-plex = 4 units; Etc.	

Commercial - Based on water meter size; Includes Subdivisions for Rent or Lease

¾ Inch.....	\$1,000.00
1 Inch.....	\$1,790.00
1¼ Inch.....	\$2,780.00
1½ Inch.....	\$4,000.00
2 Inch.....	\$7,140.00
3 Inch.....	\$16,000.00
4 Inch.....	\$28,570.00

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.

Solid Waste Fees and Charges

See current resolution (Resolution No. R14-34).

(Resolution No. R15-101)

(4) **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 City of Billings' landfill rates
Replacement Waste Container (due to negligence).....	Cost x \$1.50
All Tires.....	\$5.00/tire
Container Site Waste - Business and Non-City Residents and/or City Residents that do not use City Solid Waste Services	
Minimum.....	\$5.00
Per Cubic Yard.....	\$10.00

Non-Residential Garbage Disposal Rate Schedule

See current resolution.

Park and Recreation Fees and Charges

Shelter Reservation	\$40.00
Special Events in Parks	\$50.00/one day
.....	\$75.00/two days
Youth Sports in Parks	No Charge

Riverside Park Camping Fees

With water and electricity	\$20.00 per night
With no water.....	\$15.00 per night
Tent camping	\$12.00 per night

Library

Photocopy Fees (per page).....	\$0.10
Printer Fees	
Black and White (per page).....	\$0.10
Lost or Damaged Book	Cost
Library Cards for Non-Residents	
For Three Months (Minimum)	No Charge
Per Year.....	No Charge
Interlibrary Loan Postage (per item)	\$2.00 After 3
Community Room	
Use during library hours.....	\$3.00/hour
Use after hours (per hour or any portion of an hour)	\$30.00
Refundable Cleaning Deposit	\$30.00
Library Card Replacement Fee (per Card).....	\$2.00
Fax Fees (per page).....	\$0.25 Send
.....	\$0.10 Receive

Cemetery Fees

(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	\$350.00
Baby Grave	\$200.00

Non-Residents

Full Grave	\$500.00
Baby Grave	\$250.00

Opening and Closing

Full Grave	\$280.00
Full Grave on Saturday mornings	\$380.00
Baby Grave	\$200.00
Baby Grave on Saturday mornings	\$250.00
Cremation.....	\$150.00
Cremation on Saturday mornings.....	\$200.00
Two Cremations on single plot	\$225.00
Two Cremations on single plot on Saturdays	\$ 300.00

Set Cremation Urn at existing Headstones\$10.00

Private Sale of any plot (transfer processing fee)\$25.00

Disinterment fee for a full burial\$300.00

Disinterment fee for cremains.....\$225.00

Planning Fees

Zone Change.....	\$1,100.00 + \$25.00/acre
Site Plan Review Fee (Residential).....	\$ 100.00
Site Pan Review Fee (Commercial).....	\$ 350.00

Zone Change	\$ 1,100 + \$25.00/acre
Residential.....	\$ 55.00
Commercial.....	\$325.00

All Zone Change Applications resubmitted within 1 year

of a withdrawal request made after the legal advertising.....	\$550.00
Conditional Use Application (Residential)	\$550.00
Conditional Use Application (Commercial)	\$1,100.00
Special Review (Residential)	\$350.25.00
Special Review (Commercial)	\$ 550.00
All Special Review Applications resubmitted within one year of a withdrawal request made after the legal advertising.....	\$550.00
Annexation into the City of Laurel (80 acres or less)	\$300.00 + \$25.00/acre
Annexation into the City of Laurel (81 acres or more)	\$300.00 + \$35.00/acre
Home Occupations.....	\$ 75.00
Planned Unit Development (PUD) Concept Plan	\$550.00
Planned Unit Development (PUD) Preliminary Plan	\$1,100.00 + \$25.00/unit
Planned Unit Development (PUD) Final Plan	\$550.00
Temporary Use Permit	\$325.00
Vacation of Street or Alley	\$1540.00
Variance (Residential)	\$ 500.00
Variance (Commercial).....	\$1,100.00
Variance Residential	\$500.00
All Variance Applications resubmitted within one year of a withdrawal request made after the legal advertising.....	\$500.00
Zoning Map Amendment	\$ 1,100.00 + \$ 25.00/acre
Staff Research	\$ 35.00/hour
Cash in Lieu of Parking Spaces Except in the Central Business District	\$ 1,000.00
Outdoor Seating	\$ 75.00
Floodplain Permit	\$ 200.00
Review of Buildings for Lease or Rent.....	\$ 200.00
Zoning Compliance Fee	\$ 100.00

Subdivision Application Fees

Pre-Application Meeting	\$550.00 + \$25.00/Lot
Preliminary Plat (Major)	\$1,375.00 + \$50.00/Lot
Major Subdivision	\$1,375.00 + \$50.00/Lot
Preliminary Plat (.....Minor) Subdivision	\$600.00
+ \$50.00/Lot	
Final Plat (Major or Minor)	\$750.00 + \$25.00/Lot
Final Plat (Minor)	\$550.00 + \$25.00/Lot
Planned Unit Development (PDU) Concept Plan	\$550.00
Planned Unit Development (PDU) Preliminary Plan	\$1,100.00 + \$25.00/Lot
Planned Unit Development (PDU) Final Plan	\$550.00
Subdivision for Rent or Lease Preliminary Plan.....	\$1,375.00
Subdivision for Rent or Lease Final Plan	\$550.00
Corrections or Vacations or Recorded Final Subdivision Plats or Supporting Documents.....	\$220.00
Corrections or Adjustments to Plats, Conditions, and Supporting Documents after Preliminary Plat Approval:	
Minor Adjustments.....	\$220.00
Major Adjustments	
Major Subdivisions affecting:	
6 to 40 lots.....	\$1,100.00
41 to 200 lots	\$3,300.00
Over 200 lots	\$4,400.00
Minor Subdivisions	\$440.00
Exempt Subdivision	\$200.00
Corrections or Vacation of Recorded Final Subdivision Plats or Supporting Documents	\$250.00

Corrections or Adjustments to Plats, Conditions, and Supporting Documents after Preliminary Plat Approval:

Minor Adjustments	\$250.00
Major Adjustments:	
Major Subdivisions affecting:	
6 to 40 Lots	\$1,100.00
41 to 200 Lots	\$3,300.00
Over 200 Lots	\$4,400.00
Minor Subdivisions	\$440.00
All Appeals the	Same as Application Fee
Zoning Map Amendment	\$1,100.00 + \$25.00/acre
Staff Research	\$35.00/hour
Cash in Lieu of Parking spaces except in the Central Business District	\$1,000.00
Outdoor Seating	\$75.00
Floodplain Permit	\$50.00
Review of Buildings for Lease or Rent	\$200.00
Subdivision for Rent or Lease Preliminary Plan	\$1,375.00
Subdivision for Rent or Lease Final Plan	\$550.00
Zoning Compliance Fee	\$50.00

Building Permit Fees

Building Permits	See Appendix A
Fence Permits	\$50.00
Plan Review	35% of Building Permit Fee
Demolition Permits	See Appendix A \$45.00
Re-Inspection	\$50.00
Moving Permit	\$50.00
Mobile Home Inspection (Blocking permit includes two meter inspections)	\$50.00
Mobile Home Water Meter Inspection	\$25.00 per additional inspection
Permit to Work in the Right-of-Way – Gravel Surface	\$75.00
Permit to Work in the Right-of-Way – Paved Surface	\$125.00
Encroachment Permit (per Year)	\$75.00
Approach, Sidewalk, Curb, and Gutter	\$75.00
Residential Roofing Permit	\$75.00
Commercial Roofing Permit	See Appendix A
Sign Permit	See Appendix A
Temporary Sign Portable and Banner Sign PPermit	\$5045.00
Fire Inspection (Initial and One Follow-Up)	\$35.00
Fire Inspection (per additional inspection)	\$10.00
Re-Inspection	\$45.00
Moving Permit	\$25.00
Mobile Home Inspection (Blocking permit includes two meter inspections)	\$50.00
Mobile Home Water Meter Inspection	\$25.00 per additional inspection
Permit to Work in the Right of Way – Gravel Surface	\$25.00
Permit to Work in the Right of Way – Paved Surface	\$45.00
Encroachment Permit (per Year)	\$50.00
Approach, Sidewalk, Curb, and Gutter	\$55.00
Residential Roofing Permit	\$50.00
Commercial Roofing Permit	See Appendix A
Sign Permit	See Appendix A

APPENDIX A: BUILDING PERMIT FEES

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 as published by the International Code Council square-foot construction costs as published in the Building Safety Journal. For **remodel projects**, the total valuation is based on the documented project cost.

Total Project Cost From	To	Permit Fee	Total Project Cost From	To	Permit Fee	Total Project Cost From	To	Permit Fee
\$1	-----	\$24	\$24,001	---	\$391	\$62,001	---	\$735
\$501	-----	\$27	\$25,001	---	\$401	\$63,001	---	\$742
\$601	-----	\$30	\$26,001	---	\$411	\$64,001	---	\$749
\$701	-----	\$33	\$27,001	---	\$422	\$65,001	---	\$756
\$801	-----	\$36	\$28,001	---	\$432	\$66,001	---	\$763
\$901	-----	\$39	\$29,001	---	\$442	\$67,001	---	\$770
\$1,001	---	\$42	\$30,001	---	\$452	\$68,001	---	\$777
\$1,101	---	\$45	\$31,001	---	\$462	\$69,001	---	\$784
\$1,201	---	\$48	\$32,001	---	\$472	\$70,001	---	\$791
\$1,301	---	\$51	\$33,001	---	\$482	\$71,001	---	\$798
\$1,401	---	\$54	\$34,001	---	\$492	\$72,001	---	\$805
\$1,501	---	\$57	\$35,001	---	\$502	\$73,001	---	\$812
\$1,601	---	\$60	\$36,001	---	\$512	\$74,001	---	\$819
\$1,701	---	\$63	\$37,001	---	\$523	\$75,001	---	\$826
\$1,801	---	\$66	\$38,001	---	\$533	\$76,001	---	\$833
\$1,901	---	\$69	\$39,001	---	\$543	\$77,001	---	\$840
\$2,001	---	\$83	\$40,001	---	\$553	\$78,001	---	\$847
\$3,001	---	\$97	\$41,001	---	\$563	\$79,001	---	\$854
\$4,001	---	\$111	\$42,001	---	\$573	\$80,001	---	\$861
\$5,001	---	\$125	\$43,001	---	\$583	\$81,001	---	\$868
\$6,001	---	\$139	\$44,001	---	\$593	\$82,001	---	\$875
\$7,001	---	\$153	\$45,001	---	\$603	\$83,001	---	\$882
\$8,001	---	\$167	\$46,001	---	\$613	\$84,001	---	\$889
\$9,001	---	\$181	\$47,001	---	\$623	\$85,001	---	\$896
\$10,001	---	\$195	\$48,001	---	\$633	\$86,001	---	\$903
\$11,001	---	\$209	\$49,001	---	\$643	\$87,001	---	\$910
\$12,001	---	\$223	\$50,001	---	\$651	\$88,001	---	\$917
\$13,001	---	\$237	\$51,001	---	\$658	\$89,001	---	\$924
\$14,001	---	\$251	\$52,001	---	\$665	\$90,001	---	\$931
\$15,001	---	\$265	\$53,001	---	\$672	\$91,001	---	\$938
\$16,001	---	\$279	\$54,001	---	\$679	\$92,001	---	\$945
\$17,001	---	\$293	\$55,001	---	\$686	\$93,001	---	\$952
\$18,001	---	\$307	\$56,001	---	\$693	\$94,001	---	\$959
\$19,001	---	\$321	\$57,001	---	\$700	\$95,001	---	\$966
\$20,001	---	\$335	\$58,001	---	\$707	\$96,001	---	\$973
\$21,001	---	\$349	\$59,001	---	\$714	\$97,001	---	\$980
\$22,001	---	\$363	\$60,001	---	\$721	\$98,001	---	\$987
\$23,001	---	\$377	\$61,001	---	\$728	\$99,001	---	\$994

Building Permit Fees for projects with total values of \$100,001 to \$500,000 are \$994 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof up to and including \$500,000. Building Permit Fees for project with total values of \$500,001 to \$1,000,000 are \$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof up to and including \$1,000,000. Building Permit Fees for projects with total values of \$1,000,001 or more are \$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000 or fraction thereof.

June 22nd, 2020

The City of Laurel
PO Box 10
Laurel, MT 59044

To the Laurel City Council,

My husband Scott and I purchased our home at 810 W. 7th St., in Laurel, about 4 years ago. The house is on both septic and cistern. We started having septic issues about the 2 years ago and have been trying to resolve the issue ever since with many techniques. The latest attempt to salvage the system was on June 12th, 2020. Heston Schessler with Schesslers Septic (406) 281-0811, came out and tried jetting out the leech field, by forcing water through the lines. Once he dug up the system however, he found that the roots from the nearby trees had encased and matted the legs of the leech field system, which made it impossible to jet it out. Given the size of the backyard and proximity to the existing watering ditch and wells that run along and to the south side of the property line (the side that our leach field is on), he said that replacing the leach field would not be an option.

Since we cannot fix or replace our leach field, our only remaining option would be to tie into the city services. Immediately adjacent to the east of our property, there are two town houses that are in the city limits and on city services. We believe it may be possible to tie into the same lines that are run to the town houses, but we may need to go all the way back to 8th street.

We have been in contact with Nick Altonaga and he shared the City's annexation policy packet. Our lot is smaller than one city block, so we are writing to state our wish to be annexed. Please consider allowing our home to be annexed into the city of Laurel.

Sincerely,



Scott and Amy Slothower
810 W. 7th St.
Laurel, MT. 59044
(406) 696-6401
amylslothower@yahoo.com

LURA Small Grants Requiring Council final review and approval:
Initial LURA Review and Approval on 6/22/2020

Ron Seder – 119 W. Main St.

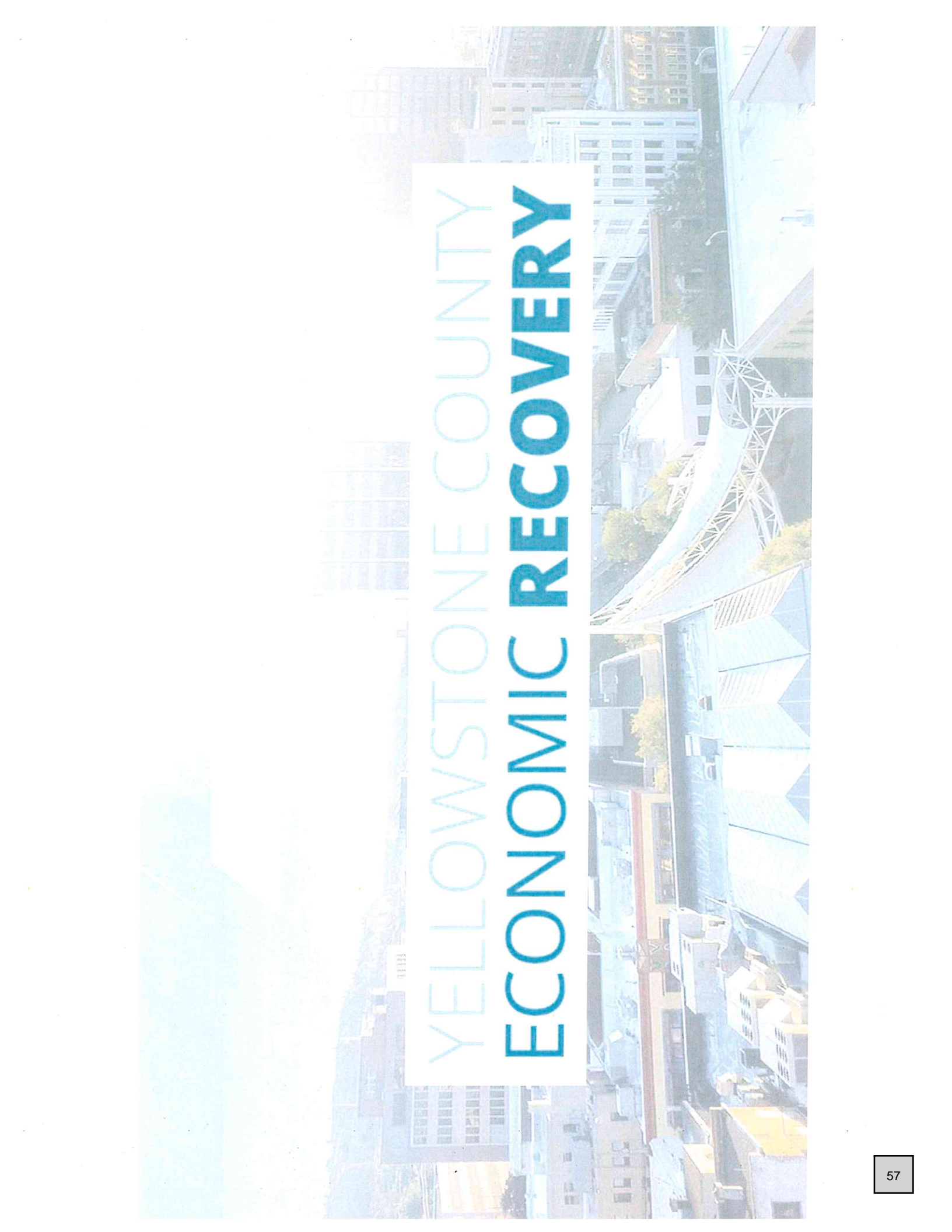
- Technical Assistance: \$1,914.00
- Façade Grant: \$9,000
- **Total Project Request: \$10,914**

Brian White – Mountain Land Rehabilitation

- Technical Assistance: \$2,400
- Façade Grant: \$3,345
- Sign Grant: \$2,540
- General Small Grant: \$985.00
- **Total Project Request: \$9,270**

Shaun Jones - 101 W Main St.

- Façade Grant: \$6,000
- **Total Project Request: \$6,000**

An aerial photograph of a city, likely Salt Lake City, showing a large stadium with a distinctive white, tent-like roof structure. The stadium is surrounded by various urban buildings, including some taller structures in the background. The foreground shows a mix of residential and commercial buildings, with a parking lot visible near the stadium. The overall scene is captured from a high angle, providing a comprehensive view of the city's layout and the stadium's location.

YELLOWSTONE COUNTY **ECONOMIC RECOVERY**

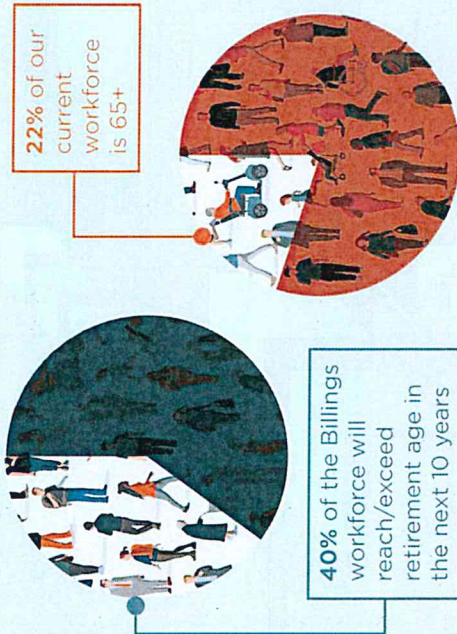
An aerial photograph of a city, likely Seattle, showing a large stadium with a distinctive white, curved roof structure. The stadium is surrounded by various urban buildings, including a prominent white building with a clock tower. The city extends to the waterfront, with a large bridge visible in the distance. The overall scene is a mix of modern architecture and established urban development.

ECONOMIC IMPACT

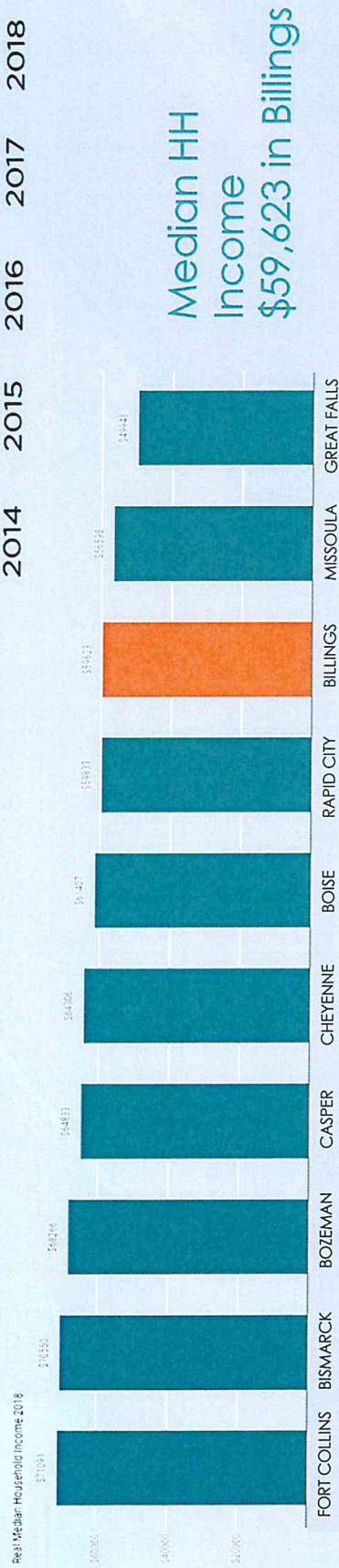
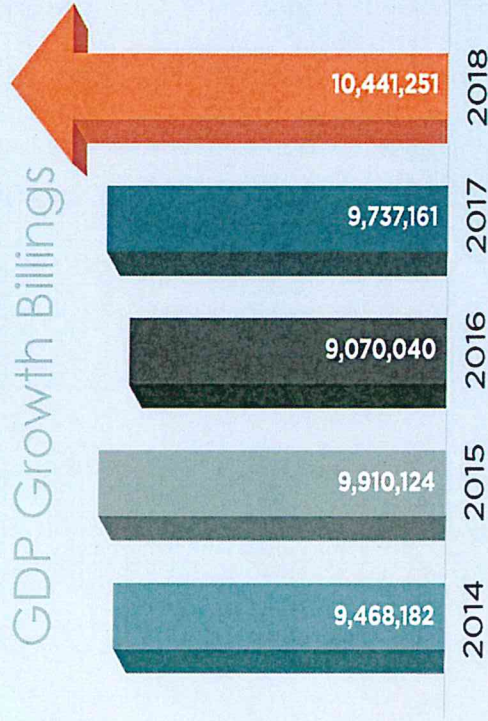
ECONOMIC PULSE

(PRIOR TO COVID-19)

Active Workforce



GDP Growth Billings



ECONOMIC IMPACT

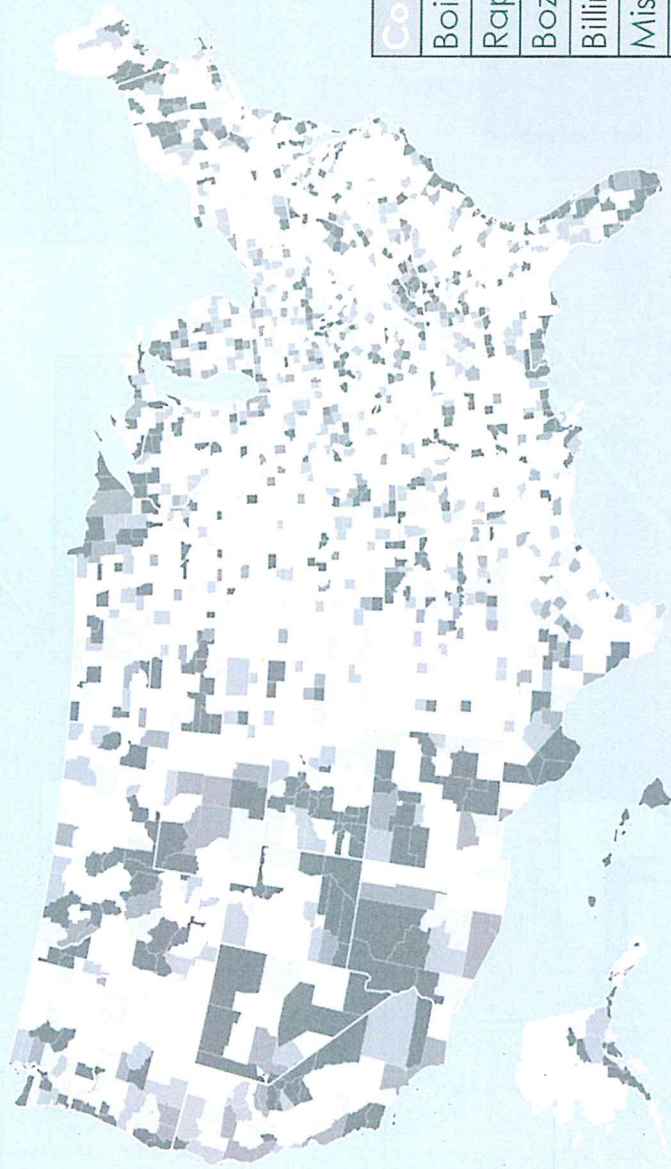
ECONOMIC PRODUCTION/BUSINESS ACTIVITY

EMPLOYMENT

CONSUMER BEHAVIOR

COMMUNITY HEALTH

ECONOMIC VULNERABILITY



Source: Bureau of Economic Analysis, 2000

Community	Index	Rank
Boise	175.05	51
Rapid City	120.56	257
Bozeman	118.35	285
Billings	116.21	322
Missoula	110.29	450
Great Falls	110.01	460
Casper	105.93	626
Fort Collins	104.31	713
Bismarck	98.84	1059
Cheyenne	92.4	1544

ECONOMIC VULNERABILITY

Impact of Coronavirus

Average Projected Job Losses, United States

Accommodation and Food Services

Arts, Entertainment, and Recreation

Other Services (except Public Administration)

Transportation and Warehousing

Retail Trade

Wholesale Trade

Information

Manufacturing

Construction

Mining, Quarrying, and Oil and Gas Extraction

> 60%

> 60%

10-25%

10-25%

10-25%

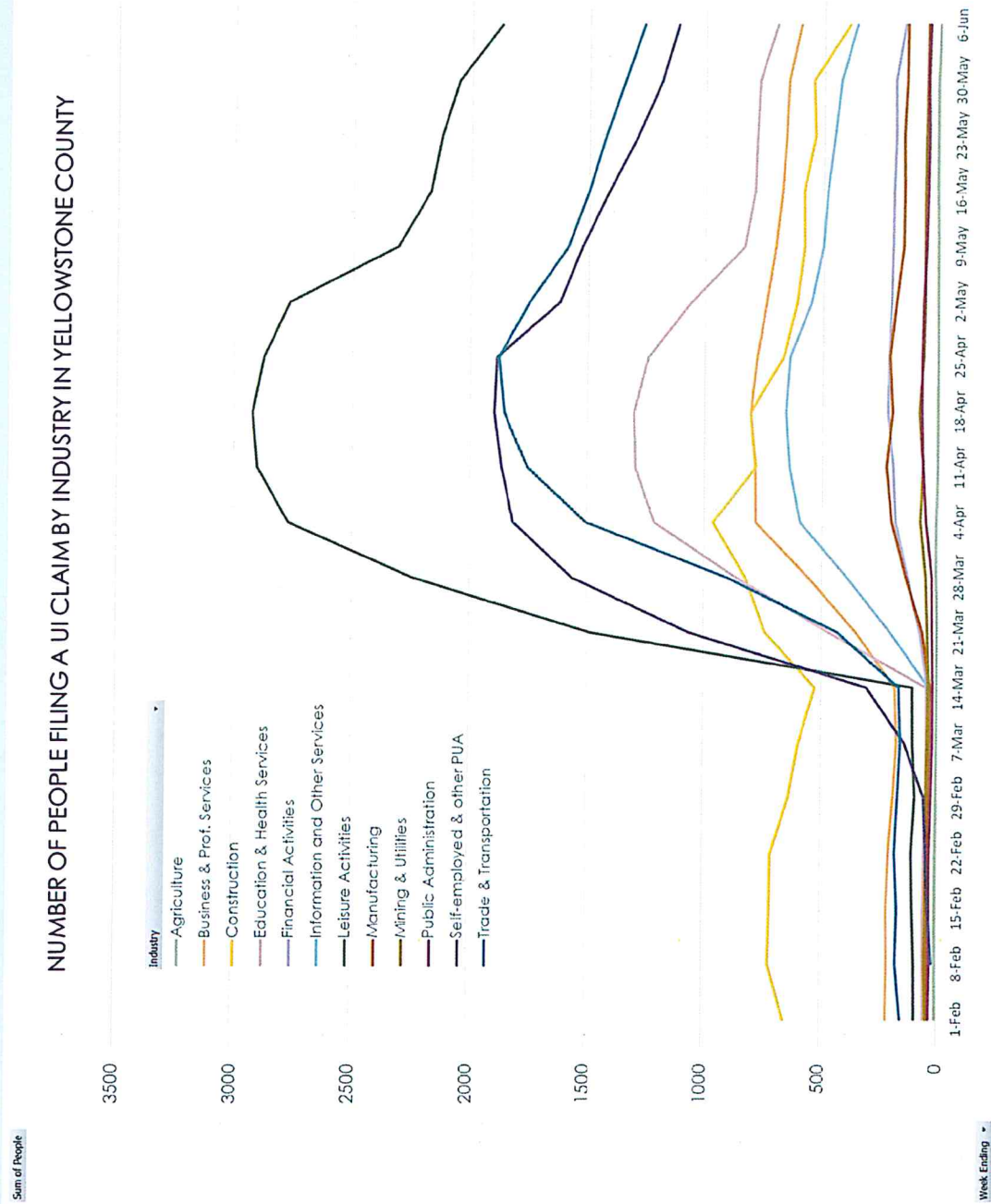
10-25%

10-25%

5-10%

5-10%

5-10%



Highest Number of People
Filing UI Claims in YC

11,598

Peaked week-ending
4-18-2020

6,694

Current Number of People
Filing UI Claims in YC



\$1,756,614,546

22,834 Businesses in MT Received PPP

\$5,454,079

Dollars to YC from the State
Coronavirus Relief Programs

92%

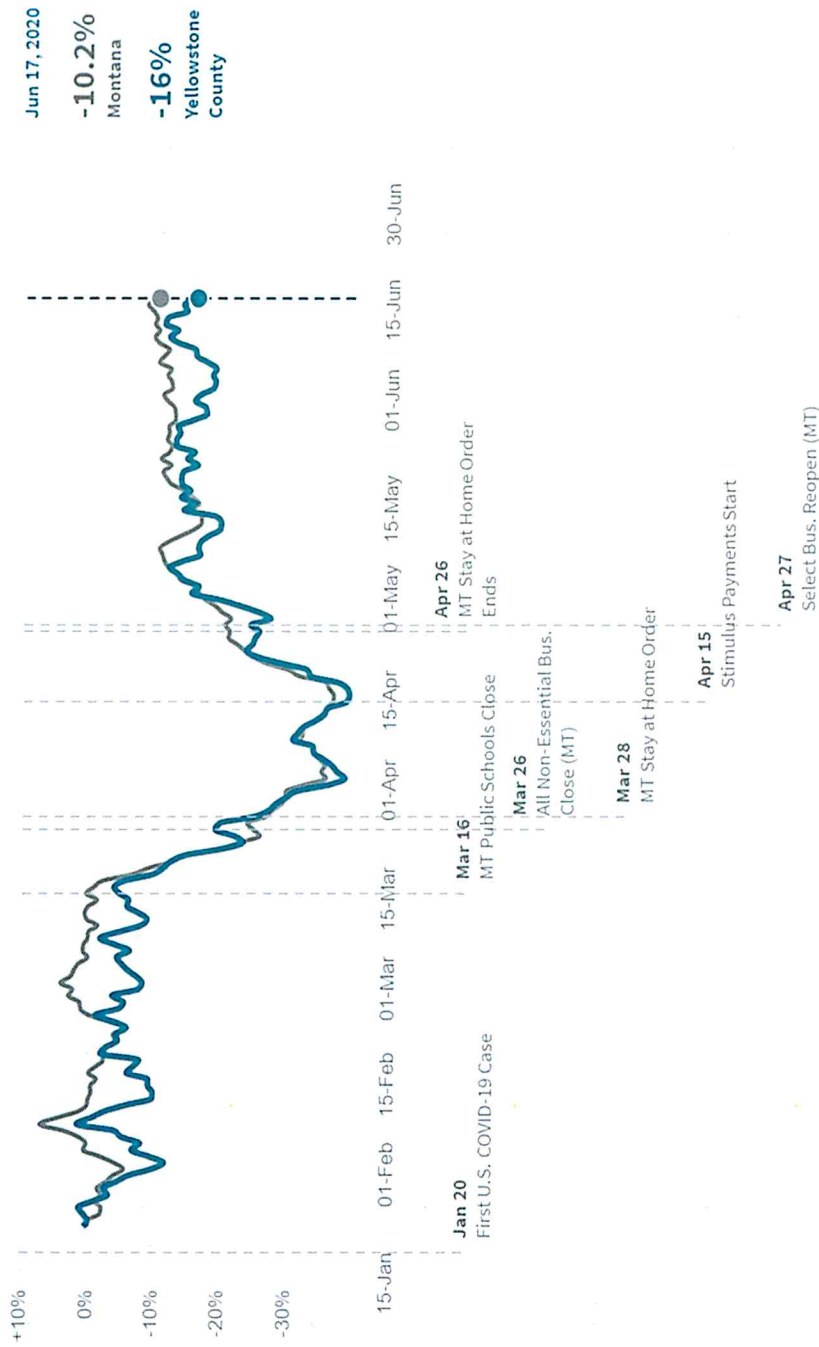
Of business report that they
have been negatively impacted
by COVID-19

\$411,694,200

7,194 Businesses in MT Received EIDL

Percent Change in All Consumer Spending*

In Yellowstone County, as of June 17, 2020, total spending by all consumers decreased by 16% compared to January 2020.



*Change in average consumer credit and debit card spending, indexed to January 4-31 2020 and seasonally adjusted. This series is based on data from Affinity Solutions.

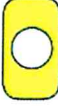






last updated: June 25, 2020 next update expected: June 30, 2020

visit tracktherecovery.org to explore

UNIFIED HEALTH COMMAND DASHBOARD JULY 06, 2020

Status key: Green
Yellow
Red

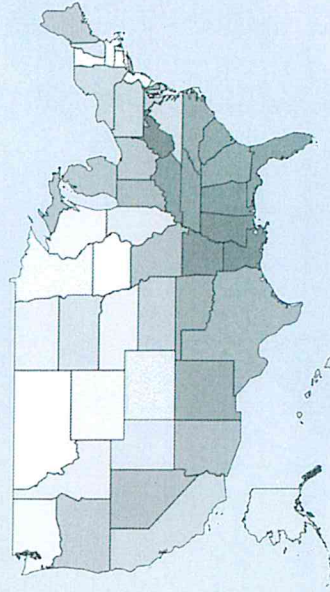
Operating as expected/normal capacity
Needs beginning to outpace capacity
Stressed operations/critical concerns

Category	Description	Status
Health Department Capacity	Sufficient staff for COVID-19 monitoring & follow-up	
Healthcare System Capacity	Sufficient hospital staff, beds, and equipment to treat patients with COVID-19 & all other patients safely	<div>Billings Clinic </div> <div>St. Vincent Healthcare </div>
Testing Capacity	Staff & supplies to screen & test all individuals recommended for COVID-19 testing	
Case Investigation	Ability to manage investigations and contact tracing for all COVID-19 positive results	
Disease Surveillance	Monitoring Emergency Department visits for respiratory symptoms	
Regional Impact	Active COVID-19 cases in our regional service area (surrounding counties, Wyoming, North and South Dakota)	



650,000

Catchment Area for our Hospitals



MT Ranked 46th for States with Populations Most Vulnerable to COVID-19 (1st being most vulnerable)

THE RESPONSE

THE GROUP IS COMPRISED
OF REPRESENTATIVES
FROM THE FOLLOWING:
19 - PRIVATE SECTOR
13 - NON-PROFIT SECTOR
12 - PUBLIC SECTOR

Unified Health
Command



Yellowstone County Economic
Response and Recovery Team

Response
Coordination and
Communication

Economic
Impact
Assessment

Strategic Restart
Partnership

Recovery
Planning

YELLOWSTONE COUNTY
ECONOMIC **RECOVERY**

www.yceconomicrecovery.org

RECOVERY PLAN GOALS

1. RESPONSE & STABILIZATION

Support the safe restart of Yellowstone County businesses, activate our workforce, and re-engage customers

2. BUSINESS RECOVERY

Understand the extent of the economic impacts and business trends that have affected our community and region and consider new opportunities and strategies to build a strong, resilient, and vibrant regional economy

3. BUILDING ECONOMIC & COMMUNITY RESILIENCY

Position Yellowstone County for new opportunities that will strengthen our ability to grow and lead as a regional hub

RECOVERY TIMELINE

0 - 3 MONTHS

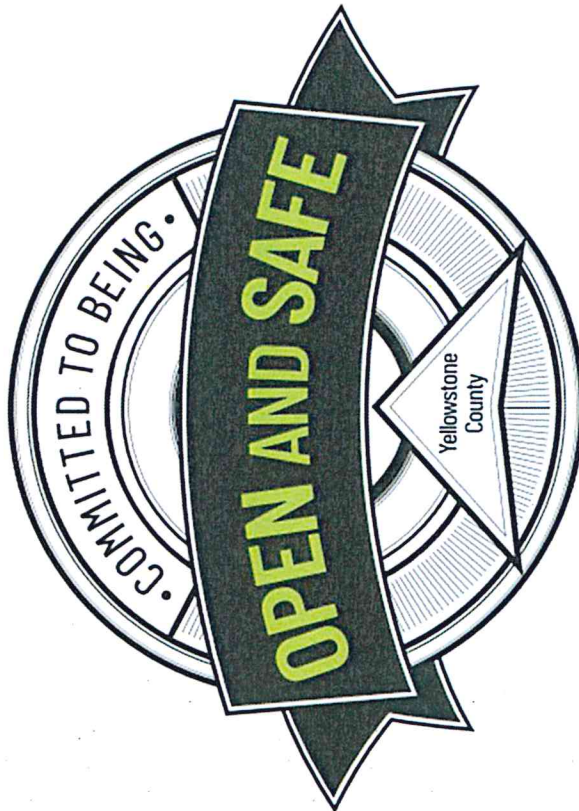
Response
and
Stabilization

3 - 12 MONTHS

BUSINESS
RECOVERY

6 MONTHS - 3 YEARS

BUILDING
ECONOMIC &
COMMUNITY
RESILIENCY



RESPONSE AND STABILIZATION

- Collaborate to eliminate duplication of effort and provide easy access to solutions for business
- Provide direct support services (BSED loans, SBDC consultation services, industry-specific trainings, information sessions, etc.) and act as a conduit for businesses to access needed resources to survive the impact of COVID-19 and reopen (SBA tools, CRF grants, loans, etc.)
- Act on our Business/Public Health partnership to guide business reopening
- Initiate and sustain the **Open and Safe** campaign to assure safe reopening and build confidence
- Support and facilitate the Normal 2.0 supply needs of businesses (PPE, hand sanitizer, etc.)
- Focus time and resources on the hardest hit industries that will see impacts for months to come (hospitality, events-driven venues, tourism)
- Assist in the interpretation of guidelines as we move through the various phases – help guide businesses in a more organized fashion.

We are committed to keeping Yellowstone County healthy and our economy strong. To help in this effort we are frequently sanitizing all surfaces, encouraging social distancing, managing occupancy, and monitoring our employees' health.

Please let us know if there is anything else we can do to make our space safer for you.

yceconomicrecovery.org

BUSINESS RECOVERY

- Sustain Economic Response and Recovery Team structure. Identify a smaller Steering Committee to monitor and report back to the overall team.
- Provide ongoing resources for businesses during the adaptation phase (business planning, resource portal for EAP, resiliency/contingency planning, etc.)
- Earmark resources for the transition period – the next three to twelve months (loans, additional expertise, training, etc.)
- Facilitate learning-from-each-other as we collectively adapt procedures, practices, and business models that work.
- Continue to build consumer confidence
- Promote Buy Local/Click Local
- Support the discovery efforts and technology needs of businesses as they learn their Normal 2.0.
- Continue to assess business needs through real-time outreach and surveys to educate our work plans
- Determine workforce needs and the training and education alignment that is necessary to meet changing current and future needs (BillingsWorks' role)
- Using public health benchmarks, educate the community of its responsibility to help sustain our safe reopening and recovery and promote the importance of safe protocols to our progress

"Closing our doors because of the Coronavirus was probably the hardest challenge that I have ever had as a business owner. Not knowing what was coming each and every day was overwhelming! We went from managing, running and growing our business to damage control. More than anything, it was suddenly having to learn to run a business that I didn't create."

- Kris Carpenter, Joy of Living/Sanctuary Spa

*“A pessimist sees the
difficulty in every
opportunity; an
optimist sees the
opportunity in every
difficulty.”
– Winston Churchill*

BUILDING ECONOMIC & COMMUNITY RESILIENCY

PRINCIPLES FOR SEIZING OPPORTUNITY OUT OF DIFFICULTY

- Incentivize and support entrepreneurship
- Employ new tactics and models to support small businesses
- Invest in critical infrastructure, specifically broadband
- Develop quality of place and talent attraction initiatives
- Support workforce re-skilling and re-employment efforts
- Create manageable goals and embrace incrementalism
- “Move to where the puck will be.” – Develop for what will be, not what was

BUILDING ECONOMIC & COMMUNITY RESILIENCY

STRATEGIES FOR THE FUTURE

1. Seek a common vision for our community
2. Build for economic resiliency & provide ongoing best practices training for business resiliency
3. Stay committed to Workforce Development
4. Commit to Strategic Community Infrastructure/Assets investment
5. Capitalize on and support our position as a regional healthcare provider and seek business growth and education partnership opportunities in this sector (i.e., Discovery Center Concept evaluation with Mayo)
6. Capture “small metro” advantages/opportunities
7. Embrace our responsibility as a regional hub and support the economic recovery of communities throughout our trade area

BUILDING ECONOMIC & COMMUNITY RESILIENCY

- What does our community look like when we come out of this disruption?
- How do we unify around a vision for the future and best position Billings for success?

An aerial photograph of a city, likely San Francisco, showing a large stadium with a distinctive white, tent-like roof structure. The stadium is surrounded by various urban buildings, including a prominent white building with a grid-like facade. The city extends to the water's edge, with hills visible in the background under a clear sky.

Q&A

HAVE THOUGHTS TO SHARE?
EMAIL: THOM@BIGSKYEDA.ORG

File Attachments for Item:

9. Workshop Minutes of July 21, 2020.

**MINUTES
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, JULY 21, 2020**

A Council Workshop was held in Council Chambers and called to order by Council President Eaton at 6:30 p.m. on July 21, 2020.

COUNCIL MEMBERS PRESENT:

<input checked="" type="checkbox"/> Emelie Eaton	<input checked="" type="checkbox"/> Heidi Sparks
<input checked="" type="checkbox"/> Bruce McGee	<input checked="" type="checkbox"/> Richard Herr
<input checked="" type="checkbox"/> Scot Stokes	<input checked="" type="checkbox"/> Irv Wilke
<input checked="" type="checkbox"/> Richard Klose	<input checked="" type="checkbox"/> Don Nelson

OTHERS PRESENT:

Nick Altonaga, Planning Director

Public Input:

There were none.

General Items

1. Update from Laurel Public School Superintendent.

Linda Filpula, Laurel Public Schools Superintendent, stated any of this information is subject to change at any time. They are currently looking at three different options. The first option is to have all students in person five days a week. Some students will not be able to do this. Compromised individuals will be accommodated. The second option is looking to offer 100% online instruction. The last option is a model somewhere in the middle. To reduce the number of students in a space at one time. Students would alternate days. This is a challenging schedule for families to manage.

The School District is working very hard to have all students in school 100% of the time. Some parents may opt for the online option. Online may be a good option for some families and more challenging for others.

Every day there are different guidelines being released; this is a moving target and is subject to change. All area School Superintendents met with Mr. Felton. At the time of the meeting, masks were optional. As of right now, they are no longer optional. The School District is working to make contact traceable groups.

Social distancing will be practiced as much as possible. Lunches will be served in the classroom. Recess will rotate areas, and playground equipment will be disinfected after recess. Procedures to move students in and out of the classroom will be established. Grades 6-12 rotate to different classes. They are looking at having groups of students that rotate together. Have one elective offered per quarter? Looking at having the Middle School have block scheduling. Blocks 1-4 on day one, blocks 5-8 on day two. No lockers will be assigned at the Middle School. The High

School was already moving to a block schedule. Teachers have requested different entrances for the different grade levels. All schools have traffic patterns on the floors. The High School will have grab-and-go lunches to be served in classrooms. The High School is also an open campus where students can leave during lunch.

Transporting students is an issue. There are a large number of students who need to be transported each day. Siblings can sit next to each other on the bus; otherwise, it will be one student per seat. Buses typically run 60 to 80 students. There is a discussion about not transporting students within a three-mile radius of the school. The Board will be discussing this issue at its next Board meeting. There is concern about Alder Ridge, as they have typically transported them because it is not the safest route, but it is located within a three-mile radius. The School District is asking if the families can transport, please do to free up seats for those that cannot.

It was questioned when school would open this year. It was clarified school would start on August 27th. A survey will go out tomorrow to see how many families plan to send their kids to school for this next school year.

2. Appointment of Evan Bruce to the City/County Planning Board for a two-year term ending June 30, 2022.

Evan Bruce, 105 E. Main, stated he currently serves on several community boards already. He serves on Yellowstone County Historic Preservation Board. He has been on City/County Planning Board and has shown up to every meeting since he has been on the Board.

Executive Review

3. Resolution No. R20-__: A Resolution To Adopt An Official Schedule Of Fees And Charges For The City Of Laurel, Repealing All Previous Resolutions That Set Fees Or Charges That Conflict With The Schedule Attached Hereto Upon Its Effective Date.

Council President Eaton stated that Council voted last time on a resolution of intent. This is the second phase of that effort. There is a public hearing scheduled for July 28th.

4. Ordinance - Street Maintenance

No Staff was present to present the item.

Council Issues

5. Discussion on Laurel Depot and Spruce Grove Project

Nick Altonaga, Planning Director, stated he was contacted a few months ago about the property located at 202 8th Avenue. The attached document was submitted to Staff. The developer wanted to come before Council before moving forward. The property was annexed in 2017; however, the adopted conditions were not met. The property owner asked how to annex into the City. This project will clear up the confusion on this property.

Andrew Chanania, Project Developer, briefly reviewed the attached document. He stated this is an informal introduction to this project. The point of this discussion is to get preliminary feedback. They would like to bring forward a project that meets Council's expectations. Some of this information will shift a little bit. They received a report back earlier today showing their rates are a little high. Will retool the financing for rent to be more in line with the market. After the market study, it may be beneficial to have more units included in this project. The current structure on the property will be demolished.

It was questioned if this development will include a park. It was clarified that only subdivisions have parkland requirements. There will be green space for internal use only.

It was questioned how many buildings would be part of this development. It was clarified if the 24-unit plan moves forward, it might be three buildings total. It is possible to have up to four buildings.

It was questioned with the rent being so low if these apartments are for low-income families. It was clarified that this development is geared towards families. The one-bedroom units would be more suited for younger people or even seniors. To reside in one of these developments, tenants have to be below certain income levels.

6. Discussion on Depreciation and Replacement Fund for Solid Waste.

This item has been pulled till the next Workshop.

Other Items

Public Works Committee asked that Council discuss looking into leasing equipment rather than buying new equipment. The lease would be for ten years for four pieces of needed equipment.

Council requested that the Street Maintenance Ordinance be pulled until the next Workshop when Staff can present the item.

Review of Draft Council Agendas

The Street Maintenance Ordinance has been removed from next week's agenda.

Attendance at Upcoming Council Meeting

All Council Members present will be at next week's meeting.

Announcements

The council workshop adjourned at 7:08 p.m.

Respectfully submitted,



Brittney Moorman
Administrative Assistant

NOTE: This meeting is open to the public. This meeting is for information and discussion of the Council for the listed workshop agenda items.

7/21/2020

Laurel Depot Affordable Housing Development Information & Background

Development Team

Laurel Depot will be co-developed by Andrew Chanania, North Fork Development and Gene Leuwer of GL Development. Formerly an employee of the Montana Department of Commerce, Andrew founded his consulting and development firm in 2017 and works with a range of local governments, non-profits, and for-profit entities to address community development needs in Montana, Wyoming, and North Dakota. Gene Leuwer was the Executive Director of Rocky Mountain Development Council (the Human Resources Development Corporation for Broadwater, Jefferson and Lewis and Clark Counties) from 1974 to January 2013, until he decided to focus on affordable housing development state-wide.

NeighborWorks Montana, a state-wide non-profit whose mission is to, “strengthen our communities by providing education and financing that gives every Montanan the opportunity to live in a home where they can thrive” will also partner with us to facilitate a critical piece of gap financing. The Development Team have/are working on a number of comparable developments, and resumes and relevant information about those developments are attached.

Here is a link to information about one project currently under construction in Helena, MT:

<https://www.rmdc.net/what-we-do/housing-services/red-alder-residences.html>

Funding

- Competitive 9% Housing Credits – awarded by the Montana Board of Housing (MBOH)
- Competitive Home Investment Partnerships program (HOME) grant – awarded by the Montana Department of Commerce
- Permanent Loan – issued by a private lender (TBD)
- Construction Loan – issued by a private lender (TBD)

Timeline

- 4/13/2020 Submitted 9% Housing Credit Letter of Intent
- 5/18/2020 Presented 9% Housing Credit projects for MBOH consideration
- 5/19/2020 MBOH invited 8 of the 14 9% Housing Credit projects to submit a full application
- 8/3/2020 Submit 9% Housing Credit application to MBOH
- 9/15/2020 Submit HOME application to MT. Dept. of Commerce
- 10/19/2020 9% Housing Credit award
- November 2020 HOME award
- Winter/Spring 2021 Finalize design; complete environmental review; complete due diligence tasks to finalize HOME contract and 9% Housing Credit equity; secure necessary permits and approvals
- Spring/Summer 2021 Start Construction
- Spring/Summer 2022 Complete Construction

Our Vision

Provide affordable, quality housing to residents with limited choices through excellently designed, safe housing commensurate with local needs and goals.

We understand the City of Laurel's Planning Department is in the middle of a major update to the City's Growth Management Policy, which includes a significant discussion of growth priority areas and overall goals for Laurel's future growth. Furthermore, we appreciate the fact that the areas to the west of Laurel city limits (including the property we are considering at 202 8th Ave) are a high priority for development due to their proximity to city services and established transportation corridors, and annexation and development of land in this area presents a viable option for growth. We are committed to working with the City to achieve development goals such as meeting City engineering and development standards, enabling future westward development through certain easements, and achieving the City's annexation goals.

As envisioned Laurel Depot, Laurel Depot will provide a new affordable housing resource for families by offering 1, 2, and 3-bedroom apartments with inviting grounds and green space as well as a play area for kids. If our budget allows, we intend to construct a community building complete with a community kitchen, meeting area, and restrooms. The chart on the following page shows the unit mix and rent limits we are considering at this time, but please note that this may change to some extent based on a final market study, construction costs, and the total amount of Housing Credit funding we decide to seek.

bedrooms	# of units	subsidy type	AMI set aside	util allow	max rent	charged rent
1	0	LIHTC	30%	\$65	\$431	\$366
1	1	LIHTC	40%	\$65	\$575	\$510
1	4	LIHTC	50%	\$65	\$718	\$653
1	1	LIHTC	60%	\$65	\$862	\$797
1	1	LIHTC	70%	\$65	\$1,006	\$797
1	1	LIHTC	80%	\$65	\$1,150	\$797
2	2	LIHTC	30%	\$88	\$517	\$429
2	2	LIHTC	40%	\$88	\$690	\$602
2	6	LIHTC	50%	\$88	\$862	\$774
2	1	LIHTC	60%	\$88	\$1,035	\$924
2	0	LIHTC	70%	\$88	\$1,297	\$924
2	1	LIHTC	80%	\$88	\$1,380	\$924
3	0	LIHTC	30%	\$110	\$597	\$487
3	0	LIHTC	40%	\$110	\$797	\$687
3	1	LIHTC	50%	\$110	\$996	\$886
3	1	LIHTC	60%	\$110	\$1,195	\$1,079
3	0	LIHTC	70%	\$110	\$1,394	\$1,079
3	2	LIHTC	80%	\$110	\$1,594	\$1,079

For reference, a chart showing a few data points illustrating income and household sizes for Yellowstone County follows:

Household Size	30% of AMI	50% of AMI	80% of AMI
1	\$16,110	\$26,850	\$42,960
2	\$18,390	\$30,650	\$49,040
3	\$20,700	\$34,500	\$55,200

File Attachments for Item:

10. Planning Board Minutes of February 17, 2021.



**MINUTES
CITY OF LAUREL
CITY/COUNTY PLANNING BOARD
WEDNESDAY, FEBRUARY 17, 2021
5:35 PM
CITY COUNCIL CHAMBERS**

Public Input: *Citizens may address the committee regarding any item of business that is not on the agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.*

1. Roll Call

The chair called the meeting to order at 5:35PM

Evan Bruce
Roger Giese
Jon Klasna
Gavin Williams
Dan Koch
Judy Goldsby

General Items

2. Approve Meeting Minutes: January 20, 2021

Dan Motioned to approve the minutes from January 20, 2021
Evan Seconded.
Motion Carried.

3. Public Hearing: Variance Request for 503 Fir Ave

Nick provided the staff report and findings for the Variance request for 503 Fir Ave/1313 E. Main Street.

The Chair called for Proponents.

Zene Johnson – 1908 9th Street West, Billings, 59102. Sister of former owner (passed). Patti (prior owner) previously had wanted to split the lot and spoke with the Planning Department about this item years ago. Brian, Patti's son who inherited the property and his wife have two special needs children. Brian has to spend a lot of time with the children would like to split the lot because he does not want to be a landlord and manage a rental property. The parcel would then be put into the hands of someone able to take care of it. This would allow an owner who is somebody who could appreciate it.

Judy: The owner lives at the 1313 E. Main house?

- Yes he does.

The Chair called for Proponents.
The Chair called for Proponents.

The Chair Called for Opponents.

The Planning Director provided emails from two nearby property owners who object to the variance due to worries about a commercial dog kennel being established on the new lot. The Planning Director explained that these concerns are valid but any commercial kennel would need to go through the Special Review process at Planning Board and Council and would face questioning on its impacts to the neighborhood.

The Chair Called for Opponents.
The Chair Called for Opponents.

Mike, the son of applicant Zene Johnson owns the dogs in question. He plans to move the dogs off premises once the variance request is approved. They have gone through permitting the dogs at the 503 Fir Ave house for now. Mike and his wife are temporarily living at the 503 Fir Ave home in order to remodel the house. Will move out once the variance takes place and the house is rehabilitated. Mike and his wife and dogs will be moving out ASAP.

Evan: Parking for both residences?

There is a garage attached to the 1313 E. Main St. home. Curb cut exists for 503 Fir Ave.

Dan: Would the second lot be buildable?

It already has an existing home that is being renovated.

Judy provided background as to the 503 Fir Ave house that was previously used as a glass shop.

Gavin Motioned to approve the variance with the conditions presented by the Planning Director and additional motion noted on the attached staff report.

Dan Seconded.

Motion Carried.

The Chair closed the Public Hearing.

4. Public Hearing: Zone Change Request for Lots within the Iron Horse Station Subdivision

Nick provided the summary of the situation for Planning Board. Nick provided answers to questions about access and density changes, details about the change.

Jon: What will the parking situation be like?

Most likely will be on-lot, similar to the duplexes.

Members discussed access needs for the abandonment of Short Line Drive. Discussion of the adjacent right of way.

The Chair called for Proponents.

The Chair called for Proponents.

The Chair called for Proponents.

The Chair called for Opponents.

Wilton Olson. Concerned about the density of the new houses as well as the closed nature of the agreement between the developer. Questioned the Planning Director's statement of agreeing with more density within the subdivision and that area of the city.

The Chair called for Opponents.
The Chair called for Opponents.

Gavin motioned to approve the Zone Change for Iron Horse Station Subdivision as presented.
Jon Seconded.
Motion Carried.

New Business

5. Sign Review: Sunlight Properties

Members reviewed the design for the Sunlight Properties sign. Nick provided a color image version of the black and white image provided in the packet.

Gavin motioned to approve the Sunlight Properties sign as designed and presented.
Evan Seconded.
Motion Carried.

Old Business

Other Items

6. Ongoing Projects

Nick provided some details on ongoing projects within Laurel and its Planning and Zoning jurisdiction.

- Cherry Hills 3rd Filing
- Goldberg Sporting Estates
- Dyer PUD – 8th Street
- 8th Avenue
- Burger King Lot
- Zoning Code Update
- Zoning Jurisdiction Expansion

Evan suggested that a new zoning code update include language banning certain refrigerants in new construction.

Dan Wells – Regal Community Park?
No updates on the situation yet.
Nick will follow-up with Dan Wells

Announcements

7. Adjourn Meeting

The Chair adjourned the Meeting at 6:43PM.

8. Next Meeting: March 17, 2021

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. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

DATES TO REMEMBER

File Attachments for Item:

11. Appointment of Josh Anderson to the Laurel Police Reserves.



Laurel Police Department

215 W. 1st Street Laurel, MT 59044 • Phone 406-628-8737 • Fax 406-628-4641

Chief of Police Stan Langve

Mr. Mayor and members of the Council, I would request that Joshua Anderson be appointed to the Laurel Police Reserves. Joshua has successfully completed the preliminary standards testing, and successfully passed an oral interview and background check. Joshua has been very enthusiastic about becoming a Reserve Officer. He is currently employed with the Yellowstone County Sheriff's Office as a Detention Officer. Upon Joshua's graduation and swearing in we, will have 14 Reserve Officers.

Respectfully,

Chief Langve

File Attachments for Item:

12. Resolution No. R21-14: A Resolution Declaring Certain City Property “Surplus” Available For Sale Or Trade To The Public Or Other Governmental Entities Or Vendors.

RESOLUTION NO. R21-14

**A RESOLUTION DECLARING CERTAIN CITY PROPERTY “SURPLUS”
AVAILABLE FOR SALE OR TRADE TO THE PUBLIC OR OTHER
GOVERNMENTAL ENTITIES OR VENDORS.**

WHEREAS, the City of Laurel has inventoried equipment and other items that are no longer of use to the city; and

WHEREAS, in accordance with MCA §7-8-420(1), the council has the authority to sell or otherwise dispose of the property by declaring them surplus; and

WHEREAS, these surplus items shall be offered to the public for sale or utilized by the city for purposes of trade or sale to obtain new equipment or property for use by the city.

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

1. That the city council declares the property included on the attached Memorandum “surplus property” pursuant to Montana law; and

2. The Mayor and City Staff are authorized to dispose of the surplus property through public sale or trade with any governmental entity or group in order to obtain new property for city use.

Introduced at a regular meeting of the City Council on March 9, 2021, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel this 9th day of March 2021.

APPROVED by the Mayor this 9th day of March 2021.

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

Approved as to form:

Sam S. Painter, Civil City Attorney



**CITY OF LAUREL
MONTANA**
EMERGENCY MEDICAL SERVICES
215 W 1ST ST
LAUREL, MONTANA – 59044
OFFICE: (406) 628 – 1611 | DISPATCH: (406) 628 - 8737



Mayor and City Council,

Since receiving the new Power Loader and Power Cots for both ambulances, our old cots are no longer usable. In the event a cot in the ambulance breaks, we are unable to use these as a back up because they are different systems and not compatible.

I would like to try to find a service that would be interested in purchasing our old cots, or if possible, trading them for other equipment that we need.

The two cots that that we would like to dispose of are:

- Ferno iNX Intelligent Transport Loading System (175) with battery and chargers

 - Item # 0015802

- Ferno power X1 cot, with a battery

 - Serial #18F003950

Please let me know if I can provide any other information or answer any questions.

Thank you,

Lyndy Gurchiek, NRP, Director
Laurel EMS
215 W 1st Street
Laurel, MT 591044
lgurchiek@laurel.mt.gov
406-860-8233

File Attachments for Item:

13. Resolution No. R21-15: A Resolution Granting A Variance To The Minimum Lot Size Requirement For Property Located Within The City Of Laurel's Community Commercial Zoning District For Property Located At 503 Fir Avenue/1313 E. Main Street, Within The City Of Laurel.

RESOLUTION NO. R21-15

A RESOLUTION GRANTING A VARIANCE TO THE MINIMUM LOT SIZE REQUIREMENT FOR PROPERTY LOCATED WITHIN THE CITY OF LAUREL'S COMMUNITY COMMERCIAL ZONING DISTRICT FOR PROPERTY LOCATED AT 503 FIR AVENUE/1313 E. MAIN STREET, WITHIN THE CITY OF LAUREL.

WHEREAS, the current owner of property located at 503 Fir Avenue/1313 E. Main Street, Laurel, Montana, seeks a variance from the 6000 square feet minimum lot size requirement for single family homes located within the Community Commercial Zoning District as provided in the Laurel Municipal Code ("LMC") 17.16.020; and

WHEREAS, the property owner has two single family homes constructed on one lot that is 10,593 square feet in size, who desires to split the lot into two separate lots in order to rehabilitate and sell one of the homes currently utilized as a rental home; and

WHEREAS, the property owner's current lot cannot be split into two separate lots due to the size requirement contained in the City's Zoning Ordinance and as a consequence, the property owner must first obtain a variance from the City Council prior to splitting his one lot into two separate lots; and

WHEREAS, the Laurel City-County Planning Board acting as the City's Zoning Commission held a public hearing on the variance application on February 17, 2021 at 5:35 pm. The Zoning Commission received two public comments submitted in writing in opposition to the request, and no comments in support of the requested variance other than the son of the applicant; and

WHEREAS, the Zoning Commission's record and decision is contained in the City-County Planning Board meeting minutes which are incorporated as part of this resolution as well as all documents submitted into the record by the applicant and City's Planning Director; and

WHEREAS, the Zoning Commission considered all of the documentary evidence in the record, City Staff recommendation, and the public comments presented at the public hearing, and recommends the City Council approve the requested variance subject to the conditions recommended by the City Staff; and

WHEREAS, the City Council held a public hearing concerning this matter on March 9, 2021.

WHEREAS, based on the evidence contained in the record, including the Zoning Commission's File, the City Council of the City of Laurel hereby finds it is in the best interests of the residents of the City of Laurel to allow and approve the requested variance since:

1. granting the variance in this case relates only to a special condition that is specific to the applicant;
2. the current hardship was not created by the applicant;
3. the variance requested appears to be within the spirit, intent and purpose of the zoning regulations; and
4. granting the variance will not injure or result in an injustice to others.

NOW THEREFORE, BE IT RESOLVED that the property owner's variance request is hereby approved for the property located at 503 Fir Avenue/1313 E. Main Street, Laurel, Montana, as requested and described in the application and the City Council Record; and

R21-15 Variance Lot Size Property 503 Fir Avenue and 1313 Main Street

BE IT FURTHER RESOLVED, the approval is subject to the following conditions:

1. Division of the lots of 503 Fir Ave and 1313 E. Main Street will be filed within six (6) months of variance approval.
2. Lots shall be maintained in good condition.
3. All applicable permits and approvals for construction, driveway accesses, and other ingress and egress points shall be applied for.
4. No residential or commercial uses shall take place on the subject properties that are in violation of Chapter 17 of the Laurel Municipal Code.
5. No commercial kennel or other pet-related enterprise shall be established on the parcel.

Introduced at a regular meeting of the City Council on March 9, 2021 by Council Member

PASSED and APPROVED by the City Council of the City of Laurel, Montana this 9th day of March 2021.

APPROVED BY THE MAYOR this 9th day of March, 2021.

CITY OF LAUREL

Thomas C Nelson, Mayor

ATTEST:

Bethany Langve, Clerk/Treasurer

APPROVED AS TO FORM:

Sam S. Painter, Civil City Attorney



**MINUTES
CITY OF LAUREL
CITY/COUNTY PLANNING BOARD
WEDNESDAY, FEBRUARY 17, 2021
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Dan Seconded.

Motion Carried.

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4. Public Hearing: Zone Change Request for Lots within the Iron Horse Station Subdivision

Nick provided the summary of the situation for Planning Board. Nick provided answers to questions about access and density changes, details about the change.

Jon: What will the parking situation be like?

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Old Business

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- Burger King Lot
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- Zoning Jurisdiction Expansion

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8. Next Meeting: March 17, 2021

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DATES TO REMEMBER



LAUREL CITY-COUNTY PLANNING DEPARTMENT

STAFF REPORT

TO: Laurel City-County Planning Board
FROM: Nicholas Altonaga, Planning Director
RE: Johnson Variance Request for 503 Fir Ave
DATE: February 12, 2021

DESCRIPTION OF REQUEST

A variance to the Laurel Municipal Code was requested by Zene Johnson on behalf of Brian Johnson for 503 Fir Avenue/ 1313 E. Main Street. The variance application form and justification letter were submitted on January 22, 2021. The variance requested pertains to the minimum lot size requirement for a single dwelling unit on an individual lot. 503 Fir Avenue/ 1313 E. Main Street contains two detached single-family dwellings. The Applicant would like to split the lot and sell one of the parcels, due to a lack of time and ability to maintain the second unit as a rental.

The property is located within the Community Commercial (CC) zoning district. Single and two-family residences in the Community Commercial district follow the requirements of the Residential Limited Multi-Family district. A variance is required because the lots would not conform to the requirements of RLMF zoning. The district requires a minimum of 6,000sqft for a single dwelling unit. The lot is currently 10,593sqft, which is not enough area to accommodate two legal lots.

Owner: Brian R. Johnson
Legal Description: NUTTING SUBD, S10, T02 S, R24 E, BLOCK 14, Lot 10 - 12, LESS 198' FOR TURN LANE (07)
Address: 503 Fir Ave/1313 E. Main Street
Parcel Size: 10,593 sqft
Existing Land Use: Two Single Family Dwellings
Proposed Land Use: Two Single Family Dwellings (separation of parcels)
Existing Zoning: Community Commercial

BACKGROUND AND PROCEDURAL HISTORY

- The Planning Director met with the Applicant in the Summer and Autumn of 2020 to discuss the situation and available options.
- Variance Application submitted on January 22, 2021.
- A Public Hearing is scheduled at the February 17, 2021 Planning Board meeting to receive public comment and vote on recommendations to be provided to City Council.
- A Public Hearing is scheduled at the City Council meeting on March 9, 2021 to receive public comment and approve, approve with conditions, or deny the variance requests.

STAFF FINDINGS

The Applicant is requesting a variance to Table LMC 17.16.020 which presents the zoning requirements for Residential districts. The RLMF zoning jurisdiction (which the CC district uses as the requirements for one and two-family dwellings) requires a minimum of 6,000sqft for a single dwelling unit. The Applicant seeks to split the property, creating two lots each with a single-family home.

- ❖ The Applicant has provided a justification letter regarding the Variance request.
- ❖ Parcel contains two single-family dwellings on a 10,593sqft lot.
- ❖ The current owner would like to split the lots and sell 503 Fir Avenue to someone who can provide proper attention and care to the property.
- ❖ The current owner of the parcel does not have the time and ability to maintain both dwelling units due to family obligations.
- ❖ Dividing the lot would create two lots that are approximately 5,296sqft in size.
- ❖ This lot size is roughly equivalent to many lots in the neighboring area.
- ❖ The property deeded approximately 200sqft of the lot to the Montana Department of Transportation in 2006 for additional right-of-way.
- ❖ The public noticing requirements have been met.

PLANNING BOARD AND GOVERNING BODY REVIEW CRITERIA

The City-County Planning Board shall act as a zoning commission in order to recommend the boundaries of the various districts and appropriate regulations to be enforced.

- A. It shall be the duty of the zoning commission to authorize, upon appeal in specific cases, such land use variances from the terms of the zoning ordinances as will not be contrary to the public interest, where, owing to special conditions, a literal enforcement of the provisions of the ordinances or regulations will result in unnecessary hardship, and so that the spirit of the ordinances shall be observed and substantial justice done. The zoning commission shall, after a public hearing, make a recommendation to the mayor and council concerning the land use variance application.
- B. The zoning commission shall not recommend that land use variances be granted:

1. Unless the denial would constitute an unnecessary and unjust invasion of the right of property;
2. Unless the grant relates to a condition or situation special and peculiar to the applicant;
3. Unless the basis is something more than a mere financial loss to the owner;
4. Unless the hardship was created by someone other than the owner;
5. Unless the variance would be within the spirit, intent, purpose and general plan of this title;
6. Unless the variance would not affect adversely or injure or result in injustice to others; and
7. Ordinarily unless the applicant owned the property prior to the enactment of this title or amendment.

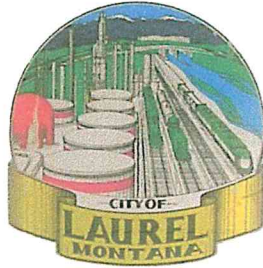
RECOMMENDATIONS

The Planning Director recommends that the Planning Board approve the variance request. The Planning Director has prepared drafted conditions of approval which are presented below.

1. Division of the lots of 503 Fir Ave and 1313 E. Main Street will be filed within six (6) months of variance approval.
2. Lots shall be maintained in good condition.
3. All applicable permits and approvals for construction, driveway accesses, and other ingress and egress points shall be applied for.
4. No residential or commercial uses shall take place on the subject properties that are in violation of Chapter 17 of the Laurel Municipal Code.
5. No commercial kennel or other pet-related enterprise shall be established on the parcel.

ATTACHMENTS

1. Variance Application
2. Justification Letter
3. Concept Plan for lot division
4. Overhead map with 300ft buffer
5. List of adjacent property owners
6. Public hearing notice
7. Bargain and Sale Deed (MDT)
8. LMC 17.16 – Residential Districts
9. LMC 17.20 – Commercial – Industrial Use Regulations



Laurel Variance Request Application

This application covers appeals from decisions of the Planning Department (and sometimes other officials) and for requests for variances concerning setbacks, structures, heights, lot coverage, etc.

The undersigned owner or agent of the owner of the following described property requests a variance to the Zoning Ordinances of the City of Laurel as outlined by the laws of the State of Montana.

1. Name of property owner: BRIAN JOHNSON
2. Name of Applicant if different from above: ZENE JOHNSON
3. Phone number of Applicant: 406-591-4774
4. Street address and general location: 503 FIR & 1317 E MAIN
5. Legal description of the property: NUTTING SUBD BLOCK 14 LOT 10
6. Current Zoning: COMMUNITY COMMERCIAL
7. Provide a copy of covenants or deed restrictions on property.

I understand that the filing fee accompanying this application is not refundable, that it pays part of the cost of process, and that the fee does not constitute a payment for a variance. I also understand I or my agent must appear at the hearing of this request before the Planning Board and all of the information presented by me is true and correct to the best of my knowledge.

Signature of Applicant: Zene Johnson

Date of Submittal: 1-15-21

January 15, 2021

TO: City-County Planning

RE: Laurel Municipal Code Chapter 17.60.020

503 Fir – 1313 E. Main- Block 14, Lot 10, Nutting Subd.

I am asking that a variance be granted for this property. My mother Patty Johnson, who was well known in Laurel having lived there for more than 30 years, died May 12, 2020. I subsequently inherited the property, which consists of two houses and a couple of storage sheds. My family now lives in the house at 1313 E. Main. It had been extensively remodeled after a fire 6 or 7 years ago and a car crashing into it 3 or 4 years ago. Therefore, it is a better fit for me, my wife and 3 small children.

The house at 503 Fir has been used as a rental for many years and having a rental is something neither my wife nor I want or have time for. We have two special needs children and would like to split the property and sell the 503 Fir house to people who can devote time, attention and love to it.

Because the lot is 10,953 sq ft, it would make the lots slightly under the regular 6,000 sq. ft. lots consistent with the area. However, there are several lots in the area smaller so this should be hopefully an acceptable variance. It would certainly make our lives a lot easier.

That being the case, we respectfully request that you recommend this variance to the Laurel City Council.

Thank you.

Brian Johnson



ALLEY

77
MAY 1962

Flr

Approximate



Yellowstone County
Mapping sites

[Help](#)
[GIS web page](#)
[Cemetery gravesite lookup](#)

☐ Fire
☐ Emergency
☒ Cemetery
☐ Imagery

Select A Layer:

Buffer: 300 Feet

Display Buffer Only: ☐

Select Features By:

☐ ☐ ☐ ☐ ☐ ☐ ☐

Add To Existing Results: ☒

Basemaps

1:2,257 y:45.675 x:108.752

107

MONTANA RAIL LINK
D13144C
PO BOX 16624
MISSOULA, MT 59808-6624

THIEL, LARRY V TRUSTEE
B00855
1328 RIDGE DR
LAUREL, MT 59044-1816

HINES, MICHAEL J
B00854
504 FIR AVE
LAUREL, MT 59044

ROMEE, MICHAEL P & JUDY ANN
B00853
619 E 5TH ST
LAUREL, MT 59044-2710

ATKINSON, RITA R
B00852
510 FIR AVE
LAUREL, MT 59044

BUREAU, RONALD W & DARLA J
B00851
518 FIR AVE
LAUREL, MT 59044

FRANK, TANCY
B00850
8522 DANFORD RD
LAUREL, MT 59044-8317

SMITH, BRAD M
B00849
524 FIR AVE
LAUREL, MT 59044

MEISNER, GLEN ALAN
B00862
523 ELM AVE
LAUREL, MT 59044

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D13144C
PO BOX 16624
MISSOULA, MT 59808-6624

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SMITH, BRAD M
B00849
524 FIR AVE
LAUREL, MT 59044

MEISNER, GLEN ALAN
B00862
523 ELM AVE
LAUREL, MT 59044

GIERKE, GUY W
B00861
519 ELM AVE
LAUREL, MT 59044

GIERKE, GUY W
B00861
519 ELM AVE
LAUREL, MT 59044

GIERKE, GUY W
B00861
519 ELM AVE
LAUREL, MT 59044

YODER, JOHN ARLEN
B00860
513 ELM AVE
LAUREL, MT 59044

YODER, JOHN ARLEN
B00860
513 ELM AVE
LAUREL, MT 59044

YODER, JOHN ARLEN
B00860
513 ELM AVE
LAUREL, MT 59044

FOSTER, JEREMY
B00859
509 ELM AVE
LAUREL, MT 59044

FOSTER, JEREMY
B00859
509 ELM AVE
LAUREL, MT 59044

FOSTER, JEREMY
B00859
509 ELM AVE
LAUREL, MT 59044

STEINMASEL, TERRY A & TRACY
B00858 B00857
519 W 11TH ST
LAUREL, MT 59044

STEINMASEL, TERRY A & TRACY
B00858 B00857
519 W 11TH ST
LAUREL, MT 59044

STEINMASEL, TERRY A & TRACY
B00858 B00857
519 W 11TH ST
LAUREL, MT 59044

FIECHTNER, BRIAN K
B00856
4215 HILLCREST RD
BILLINGS, MT 59101

FIECHTNER, BRIAN K
B00856
4215 HILLCREST RD
BILLINGS, MT 59101

FIECHTNER, BRIAN K
B00856
4215 HILLCREST RD
BILLINGS, MT 59101

SUMMERS, DIANE MARIE & DELORES
SCHIED
B00866 B00865
2202 WILLOWBROOK WAY
BILLINGS, MT 59102-2880

SUMMERS, DIANE MARIE & DELORES
SCHIED
B00866 B00865
2202 WILLOWBROOK WAY
BILLINGS, MT 59102-2880

SUMMERS, DIANE MARIE & DELORES
SCHIED
B00866 B00865
2202 WILLOWBROOK WAY
BILLINGS, MT 59102-2880

TINNES FAMILY TRUST
B00864
7974 ROBIN RD
PARKER, CO 80138

TINNES FAMILY TRUST
B00864
7974 ROBIN RD
PARKER, CO 80138

TINNES FAMILY TRUST
B00864
7974 ROBIN RD
PARKER, CO 80138

PAUL, JAMES J & RIKKI
B00863
7263 FOLSOM RD
BILLINGS, MT 59106-2536

PAUL, JAMES J & RIKKI
B00863
7263 FOLSOM RD
BILLINGS, MT 59106-2536

PAUL, JAMES J & RIKKI
B00863
7263 FOLSOM RD
BILLINGS, MT 59106-2536

GEORGE, MIKE R & STEPHANIE A
B00871
1304 E 6TH ST
LAUREL, MT 59044

GEORGE, MIKE R & STEPHANIE A
B00871
1304 E 6TH ST
LAUREL, MT 59044

GEORGE, MIKE R & STEPHANIE A
B00871
1304 E 6TH ST
LAUREL, MT 59044

HOLYCROSS, DAVID A & FLORENCE
B00870
801 E 4TH ST
LAUREL, MT 59044-2801

HOLYCROSS, DAVID A & FLORENCE
B00870
801 E 4TH ST
LAUREL, MT 59044-2801

HOLYCROSS, DAVID A & FLORENCE
B00870
801 E 4TH ST
LAUREL, MT 59044-2801

THURMAN, MITCHELL R
B00869
515 FIR AVE
LAUREL, MT 59044

THURMAN, MITCHELL R
B00869
515 FIR AVE
LAUREL, MT 59044

THURMAN, MITCHELL R
B00869
515 FIR AVE
LAUREL, MT 59044

GORDON, VIRGINIA F
B00868
509 FIR AVE
LAUREL, MT 59044

GORDON, VIRGINIA F
B00868
509 FIR AVE
LAUREL, MT 59044

GORDON, VIRGINIA F
B00868
509 FIR AVE
LAUREL, MT 59044

JOHNSON, BRIAN RICHARD
B00867
503 FIR AVE
LAUREL, MT 59044

JOHNSON, BRIAN RICHARD
B00867
503 FIR AVE
LAUREL, MT 59044

JOHNSON, BRIAN RICHARD
B00867
503 FIR AVE
LAUREL, MT 59044

ARROYO SECO GROUP INC &
B00873
7308 EL NIDO
LA VERNE, CA 91750-1127

ARROYO SECO GROUP INC &
B00873
7308 EL NIDO
LA VERNE, CA 91750-1127

ARROYO SECO GROUP INC &
B00873
7308 EL NIDO
LA VERNE, CA 91750-1127

FRANCO, CAROL
B00874
1404 E 6TH ST
LAUREL, MT 59044

FRANCO, CAROL
B00874
1404 E 6TH ST
LAUREL, MT 59044

FRANCO, CAROL
B00874
1404 E 6TH ST
LAUREL, MT 59044

PROPIEDAD LLC
B00774
PO BOX 20853
BILLINGS, MT 59104-0853

PROPIEDAD LLC
B00774
PO BOX 20853
BILLINGS, MT 59104-0853

PROPIEDAD LLC
B00774
PO BOX 20853
BILLINGS, MT 59104-0853

RATCLIFF, RANDALL C & RANA
B00773 1003415
2807 LYNDAL LN
BILLINGS, MT 59102-1439

RATCLIFF, RANDALL C & RANA
B00773 1003415
2807 LYNDAL LN
BILLINGS, MT 59102-1439

RATCLIFF, RANDALL C & RANA
B00773 1003415
2807 LYNDAL LN
BILLINGS, MT 59102-1439

STOEBE, ROBIN RODNEY
1003055
4206 WATERFORD DR
BILLINGS, MT 59106-1723

STOEBE, ROBIN RODNEY
1003055
4206 WATERFORD DR
BILLINGS, MT 59106-1723

STOEBE, ROBIN RODNEY
1003055
4206 WATERFORD DR
BILLINGS, MT 59106-1723

PUBLIC HEARING NOTICE

The Laurel City-County Planning Board and Zoning Commission will conduct a public hearing on a variance application submitted by Zene Johnson regarding the property at 503 Fir Ave for lot coverage requirements. The Zoning Commission hearing is scheduled for **5:35 P.M., in the City Council Chambers at City Hall, 115 West 1st Street, Laurel, Montana, on Wednesday, February 17th, 2021.**

Additionally, the City Council has scheduled a public hearing for the consideration of the variance request. The City Council hearing is scheduled for **6:30 P.M., in the City Council Chambers at City Hall, 115 West 1st Street, Laurel, Montana, on Tuesday, March 9th, 2021.**

The applicant seeks to split the parcel at 503 Fir Avenue into two parcels. The lot is 10,953 square feet in size. This property is zoned Community Commercial (CC). The Community Commercial zoning district requires a minimum lot size of 6,000 square feet. The splitting of the lot into two parcels would create a nonconforming lot and is not allowable. The applicant requires a variance approval by the Laurel City Council to have a lot which conforms to Laurel City Code.

It is the duty of the zoning commission to authorize, upon appeal in specific cases, such land use variances from the terms of the zoning ordinances as will not be contrary to the public interest where a literal enforcement of the provisions of the ordinances or regulations will result in unnecessary hardship.

Public comment is encouraged and can be provided in person at the public hearings on February 17th and March 9th. Public comment can also be made via email to the Planning Director, or via letter to the Planning Department office at 115 West 1st Street Laurel, MT 59044. A copy of the variance application and supporting documentation is available for review upon request at the Planning Department office. Questions regarding this public hearing may be directed to the Planning Director at 628.4796 ext. 5302, or via email at cityplanner@laurel.mt.gov.



B-80865

ROW\Forms\Pln\521

Revised 9/29/06

**State of Montana
Department of Transportation**

Right-of-Way Bureau
2701 Prospect Avenue
PO Box 201001
Helena, MT 59620-1001

Project ID: HSIP 4-2(32)55 Parcel No.: 13 County: Yellowstone
Designation: 2002 - TURN LANE - LAUREL
Project No.: 5304-032

Bargain and Sale Deed

This Deed, made this 7th day of JUNE, 2007, in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration now paid, the receipt of which is acknowledged, **witnesses that**,

Patricia A. Johnson
~~503 Fir Ave.~~ 1313 EAST MAIN ST.
Laurel, MT 59044-2828

does hereby **grant, bargain, sell** and **convey** to the **City of Laurel, Montana**, the following-described real property:

Parcel No. 13 on Montana Department of Transportation Project HSIP 4-2(32)55, as shown on the Right-of-Way plan for said project recorded in the office of the County Clerk and Recorder of Yellowstone County, Montana. Said parcel is also described as a tract of land in Lot 10, in Block 14, of Nutting Subdivision, in the City of Laurel, Yellowstone County, Montana, according to the official plat thereof, on file and of record in the office of the Clerk and Recorder of Yellowstone County, Montana, as shown by the shaded area on the plat, consisting of 1 sheet, attached hereto and made a part hereof, containing an area of 198 sq. ft., more or less.

RW:D2:5304:p13:JC



Bargain And Sale Deed
Project ID: HSIP 4-2(32)55
Designation: 2002 - TURN LANE - LAUREL

Parcel No.: 13

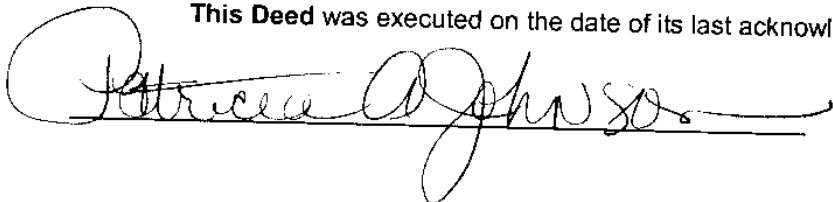
Excepting and reserving to Grantor(s), however, all gas, oil and minerals beneath the surface of the above-described and conveyed premises, together with the right to extract the same, provided that in the exercise of such right, the surface thereof shall not be disturbed, interfered with or damaged. This exception and reservation does not include sand, gravel and other road building materials, which are conveyed by this Deed.

Further excepting and reserving unto the Grantor(s), her heirs, successors and assigns, all water, water rights, ditches, canals, irrigation systems, existing or as relocated, if any, including but not limited to, water stock or shares, bonds, certificates, contracts and any and all other indicia of water, water right and ditch ownership, or any interest therein appurtenant to the land described therein, save and except groundwater for the use, benefit and purposes of the Grantee(s).

The Grantor(s) further expressly waives and relinquishes all rights, as owner or successor in interest provided under law, for any preference to repurchase all or a portion of this property should it be determined no longer to be necessary for highway purposes.

To have and to hold the above-described and conveyed premises, with all the reversions, remainders, tenements, hereditaments and appurtenances thereto, unto the City of Laurel, Montana, and to its successors and assigns forever.

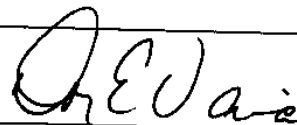
This Deed was executed on the date of its last acknowledgment.



State of MONTANA)
County of YELLOWSTONE)

This instrument was acknowledged before me on JUNE 7, 2007
(date)

by PATRICIA A. JOHNSON
(Grantor(s))



Notary Signature Line

DON E. VANICA

Notary Printed Name

Notary Public for State of MONTANA

Residing at: BILLINGS, MONTANA

My Commission Expires: 5 MAY 4, 2008

(Seal)

State of _____)
County of _____)

This instrument was acknowledged before me on _____
(date)

by _____
(Grantor(s))

Notary Signature Line

Notary Printed Name

Notary Public for State of _____

Residing at: _____

My Commission Expires: _____

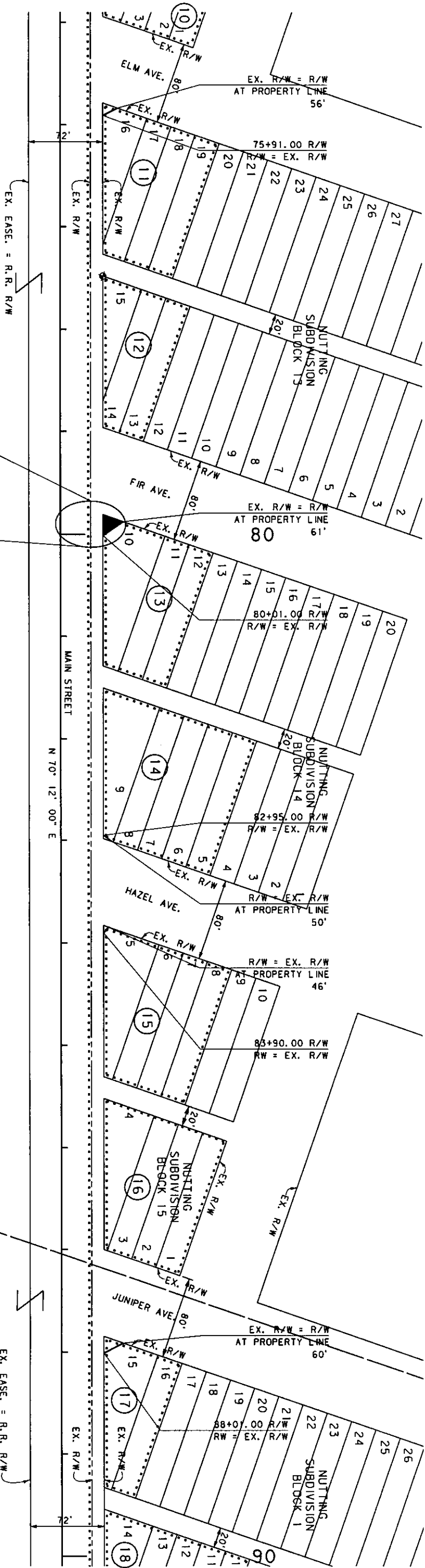
(Seal)

Recording Information

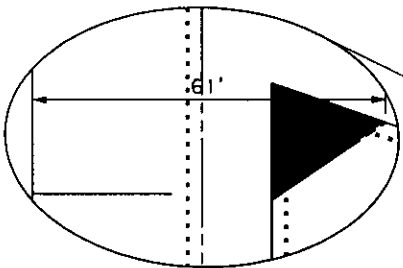
LAUREL

2002 - TURN LANE - LAUREL

STATE	RIGHT OF WAY	SHEET TOTAL
MONTANA		NO. SHEETS
R/W ID.	HSP 4-213215	114
UNIFORM PROJECT NO.	53	



P.O.T. 80+00.00 IS N 45°41'21" E
2724.15' FROM THE SW CORNER
OF SECTION 10. (FND. 2" ALUM. CAP)



PARCEL 13 DETAIL
NOT TO SCALE

FOR EXISTING R/W RETRACEMENT, SEE
COS. NO. 3291

THIS PLAT IS PREPARED FROM THE MONTANA DEPARTMENT
OF TRANSPORTATION RIGHT OF WAY PLANS AND IS RECORDED
IN THE OFFICE OF THE COUNTY CLERK AND RECORDER.

- NOTES:
1. THE PROPOSED R/W LINE WHERE A SPIRAL
CURVE TRANSITION IS USED IS A CHORD
RAATHER THAN A CONCENTRIC CURVE.
 2. ALL STATIONS AND OFFSETS FOR R/W BREAKS
ARE IN REFERENCE TO THE R/W BASELINE.

GRID STATE PLANE COORDINATES
THIS IS A STATE PLANE COORDINATE PROJECT. ALL
DIMENSIONS, DISTANCES AND AREAS ON THIS PROJECT
ARE GRID, EXCEPT FOR THE EXISTING R/W WIDTH
DIMENSION, WHICH IS RECORD.
THE COMBINATION SCALE FACTOR IS 0.99950767

LEGEND	
OWNERSHIP BOUNDARY	TRACT CONVEYED
RIGHT OF WAY LINE	
R.R. R/W LINE	
FULL ACCESS CONTROL	DATE PREPARED 5-4-07
LIMITED ACCESS CONTROL	DATE REVISED

MONTANA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY EXHIBIT
YELLOWSTONE COUNTY
SCALE 1"=50'
0 50 100 150'

PARCEL 13 ; SHEET 1 OF 1

17.16.020 - Zoning classified in districts.

Zoning for residential districts is classified in and subject to the requirements of Table 17.16.020.

Table 17.16.020

Zoning Requirements	R 7,500	R 6,000	RLMF	RMF	RMH	PUD	SR	RT
Minimum lot area per dwelling unit in square feet								
One unit	7,500	6,000	6,000 ¹	6,000 ¹	6,000 ³	See	5 acres	1 acre
Two units		7,500	7,500	7,750		Chapter		
Three units		8,500	8,500	9,500		17.32		
Four units			10,000	11,250				
Five units				13,000				
Six units or more				Add 2,500 each additional unit				
Minimum yard – setback requirements (expressed in feet) and measured from public right-of-way								
Front	20	20	20	20	10		25 ⁵	25
Side	5	5 ⁴	5 ⁴	5 ⁴	5		5 ⁵	5
Side adjacent to street	20	20	20	20	20		10 ⁵	10
Rear	5	5	5	5	5		25 ⁵	25
Maximum height for all buildings	30	35	35	40	30		30	30
Maximum lot coverage (percentage)	30	30	40	45	40		15	30
Minimum district size (expressed in acres)	2.07	2.07	2.07	2.07	2.07		20	5

¹ Row housing may be permitted to be constructed on 3,000 square foot lots if approved through the special review process.

² NA means not applicable

³ The requirements for the mobile homes contained herein relate only to a mobile home subdivision; see Chapter 17.44 of this code for the requirements for a mobile home park.

⁴ Zero side setbacks may be permitted if approved through the special review process.

⁵ All pens, coops, barns, stables, or permanent corrals shall be set back not less than 50 feet from any residence, public road, or water course, and any property line.

17.20.020 - Zoning classified in districts.

Zoning for commercial — industrial use is classified in and subject to the requirements of Table 17.20.020.
(Prior code § 17.32.020)



Zoning Requirements	A	RP*	NC*	CBD*	CC*	HC	LI	HI	P
Lot area requirements in square feet, except as noted, 20 acres	20 acres	NA	NA	NA	NA	NA	NA	NA	NA
Minimum yard requirements:									
Front ^(a)	NA	20	20	NA	20	20	20	20	20
Side ^(b)		0	0		0	0	0	0	0
Side adjacent to street		10	10		10	10	10	10	10
Rear ^(b)		0	0		0	0	0	0	0
Maximum height for all buildings ^(c)	NA	25	25	NA	25	45	70	NA	NA
Maximum lot coverage in percent	NA	50	50	NA	50	75	75	75	50
Minimum district size (expressed in acres)	20 acres	2.07	2.07	2.07	2.07	2.07	2.07	2.07	NA
(NA means not applicable)									
*The lot area, yard and lot coverage requirements for 1 and 2 single family dwellings in commercial zoning districts shall be the same as those in the RLMF residential zoning district.									
(a) Arterial setbacks									
(b) Side and rear yards									
(c) Except as provided in the airport zone									

(Ord. No. O-14-03,8-5-2014)

Laurel City Planner

From: RITA ATKINSON <ritarose71@msn.com>
Sent: Sunday, February 14, 2021 7:30 PM
To: Laurel City Planner
Subject: Fw: Variance application for 503 Fir

From: RITA ATKINSON
Sent: Sunday, February 14, 2021 7:20 PM
To: cityplanner@laurel.my.gov <cityplanner@laurel.my.gov>
Subject: Variance application for 503 Fir

I live at 510 Fir, across the street from this address. Although it has been zoned commercial for decades, I can see no reason for this variance. There are 2 residences on this lot. Exactly what commercial enterprise would be situated here? At the moment, there are 3 cars on what once was a lawn and 1 on the street that haven't moved in months. The small back yard is being used by large dogs that I believe is a breeding operation for a mix of Great Danes and German Shepards. There is usually between 4 to 8 large dogs and this fall also 3 puppies. There is now more chain link kennels and a shed in the back. The police have been called on these dogs numerous times for incessant barking and once for what appeared to be a deceased dog in the yard. The only thing that has changed since these calls are that the dogs are more restricted for space. If the variance is permitted, the lot gets even smaller. Having had German Shepards all of my life, this whole situation is so unfair to those dogs that I have considered calling the Humane Society and having them check to see if this breeding operation was reported in Nevada before it moved here to our neighborhood where everyone has a dog or even two, but they are never treated like this.

Decades ago, when the back building was a glass shop, there was only one residence there and I do understand that when the shop was converted to a house, the commercial zoning was probably grandfathered in but at this point in time, it has created a hardship for everyone in this whole neighborhood. We have residents that work at night, but the dogs bark at all different times of the day and well into the evening. Sometimes they are quiet for hours and sometimes they bark for hours. I have always thought that in the city of Laurel, you could only have 3 dogs unless you have a kennel license. After all the calls to the police, and nothing being done about the number of dogs at that residence, is it being allowed for that reason? And if the parcel is split, can they double the amount of dogs and cars on the lawn?? If it were allowed, the parcel should go back to residential, there is no reason to have a commercial business on that lot.

For this reason not only am I opposed to this variance, but vehemently opposed to this variance.

Sincerely,

Rita Atkinson
510 Fir
Laurel, Mont.

Laurel City Planner

From: Ron Bureau <RDBU1003@msn.com>
Sent: Sunday, February 7, 2021 1:19 PM
To: Laurel City Planner
Subject: Public hearing 503 Fir Ave.

Hello,

My husband and I are concerned with the idea of 503 Fir Ave being split into a nonconforming lot.

We have lived at 518 Fir Ave for 26 years. Our concern is, if allowing the variance change to occur, will this permit the current residents to establish a commercial dog kennel. This property does not conform to the zoning district requirements. The splitting of the lot into two lots will create, as the City had pointed out, a non-conforming lot and is not allowable. We have no problem with the splitting of lot as long the variance states these lots are to be residential rather than commercial.

Some of our neighbors as well as us have called the Laurel Police due to the constant noise from all the barking dogs. The barking goes on for hours at a time, literally all day and night. This being a residential area, will affect all residences within a two-block area if not more. At one point, Laurel had a City Ordinance that permitted no more than 3 dogs permitted at any one residence.

503 Fir Ave currently has approximately 10-11 dogs (that we have counted on a few occasions. The dogs are Great Dane and German Shepards). The barking is an annoyance for the current and future residents on Fir Ave to have to deal with.

Please decline the request for the variance change as stated in the notice to 503 Fir Ave.

Thank you.

Sincerely,
Ronald and Darla Bureau
518 Fir Ave

Get [Outlook for Android](#)

File Attachments for Item:

14. Resolution No. R21-16: A Resolution Approving Zone Changes For Block 7, Lots 3-11 Iron Horse Station Subdivision, Phase II, An Addition To The City Of Laurel.

RESOLUTION NO. R21-16

**A RESOLUTION APPROVING ZONE CHANGES FOR BLOCK 7, LOTS 3-11
IRON HORSE STATION SUBDIVISION, PHASE II, AN ADDITION TO THE
CITY OF LAUREL.**

WHEREAS, zone changes have been requested in the current zoning designation by the owner/developer of the herein described property that has been annexed into the City of Laurel; and

WHEREAS, the requested zone changes are as follows: Block 7, Lots 3-11 shall be changed to Residential Multi-Family (RMF) while the current zoning for the remaining property shall remain unchanged; and

WHEREAS, it is in the best interests of the residents of the City of Laurel to adopt this resolution thereby approving the proposed zoning changes to provide for an expanded, uniform, and orderly growth for the City; and

WHEREAS, a public hearing was held by the City's Zoning Commission and the City Council and based on the evidence presented at the Public Hearings and documents submitted by Staff, the City Council has determined the requested zone changes are in the City's best interest as detailed in the City Records which are attached hereto and incorporated herein; and

WHEREAS, the City Council hereby adopts the findings contained in the Zoning Commission Record as well as all items in the Council Record.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel, Montana, that the zone changes requested by the property owner are hereby approved for Iron Horse Station Subdivision, Phase II as follows:

Block 7, Lots 3-11 shall be changed to Residential Multi-Family (RMF) while the current zoning for the remaining property shall remain unchanged.

Introduced at a regular meeting of the City Council on March 9, 2021, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel this 9th day of March 2021.

APPROVED by the Mayor this 9th day of March 2021.

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

Approved as to form:

Sam S. Painter, Civil City Attorney



LAUREL CITY-COUNTY PLANNING DEPARTMENT

STAFF REPORT

TO: Laurel City-County Planning Board and Zoning Commission
FROM: Nicholas Altonaga, Planning Director
RE: Iron Horse Station Subdivision Zone Change
DATE: February 12, 2021

DESCRIPTION OF REQUEST

The owner/develop of Iron Horse Station Subdivision has requested a zone change for a portion of the subdivision known as "Phase Two." The area requested for a zone change includes Lots 3-11, Block 7, of Phase Two of the Iron Horse Station Subdivision.

This zone change was included in a settlement agreement made between the owner/developer of Iron Horse Station Subdivision and the City of Laurel. The owner/developer requests that Lots 3-11, Block 7 of the Iron Horse Station Subdivision be rezoned from Residential-6000 to Residential Multi-Family (RMF). This Zone Change is required as per the settlement agreement made between the Owner/Developer of Iron Horse Station Subdivision and the City of Laurel.

Owner: Iron Horse Station LLC
Legal Description: IRON HORSE STATION SUB, S09, T02 S, R24 E, BLOCK 7, Lot 3-10, (06)
Address: 1110 Great Northern Road
Parcel Size: 4 Acres
Existing Land Use: Vacant
Proposed Land Use: Multi-Family Residential use
Existing Zoning: Residential 6000
Proposed Zoning: Residential Multi-Family

BACKGROUND AND PROCEDURAL HISTORY

- The Planning Director met with the Public Works Director and City Attorney to discuss the capacity and specifics of the zone change request in December, 2020.
- The Zone Change is included in a settlement agreement between the owner/developer of the Iron Horse Station Subdivision and the City of Laurel.
- The settlement agreement was approved by the City of Laurel on February 9, 2021.

- The Zone Change application was prepared and submitted to the Laurel Planning Board for its February 17, 2021 meeting as part of the conditions of the settlement agreement.
- A public hearing for the Zone Change application will be held on March 9, 2021 at the Laurel City Council.

STAFF FINDINGS

The Applicant is requesting a variance to Table LMC 17.16.020 which presents the zoning requirements for Residential districts. The RLMF zoning jurisdiction (which the CC district uses as the requirements for one and two-family dwellings) requires a minimum of 6,000sqft for a single dwelling unit. The Applicant seeks to split the property, creating two lots each with a single-family home.

- ❖ The Applicant is requesting a zone change from Residential-6000 (R-6000) to Residential Multi-Family (RMF).
- ❖ The Zone Change shall be completed by March 15, 2021 as described in the settlement agreement between the owner/developer of Iron Horse Station Subdivision and the City of Laurel.
- ❖ The City of Laurel has the capacity to meet the flow/demand needs of the new zoning designation.
- ❖ The City of Laurel has a water line that runs through Lots 3-11, Block 7 of the subdivision.
- ❖ The public noticing requirements have been met.

PLANNING BOARD AND GOVERNING BODY REVIEW CRITERIA

The zoning commission shall review and take action upon each application in accordance with the provisions of this chapter, and after a public hearing at which the application shall be presented to the zoning commission by the planning director together with his findings and conclusions on the matter. A report of the commission's recommendation and the planning director's findings and conclusions shall be submitted to the city council.

- A. The zoning commission shall make a recommendation to the city council to:
 1. Deny the application for amendment to the official map;
 2. Grant action on the application for a period not to exceed thirty days;
 3. Delay action on the application for a period not to exceed thirty days;
 4. Give reasons for the recommendation.
- B. The zoning commission shall adopt such rules and regulations for the conduct of public hearings and meetings, which shall be published and available to the public, as well as conflict of interest rules, to ensure that no member is entitled to vote on a matter in which he has an interest directly or indirectly.

RECOMMENDATIONS

The Planning Director recommends that the Planning Board approve the zone change. The Planning Director has prepared drafted conditions of approval which are presented below.

1. The Owner/Developer shall comply with all the requirements of LMC Chapter 17.72
2. The Owner/Developer shall submit any and all applicable and necessary permits and fees for development of the parcels subject to this zone change approval.
3. The Owner/Developer shall not install and/or operate any uses on parcels subject to this zone change which are not allowable under LMC Chapter 17.16.

ATTACHMENTS

1. Exhibit A.
2. Overhead Map with 300ft buffer
3. Iron Horse Station Subdivision plat (2005)
4. List of Adjacent Property Owners
5. Public Hearing Notice
6. LMC 17.72 – Amendments
7. LMC 17.16 – Residential Districts

IRON HORSE STATION SUBDIVISION

AN ADDITION TO THE CITY OF LAUREL,
SITUATED IN THE NE 1/4 OF SECTION 9, T. 2 S., R. 24 E., P.M.M.
CITY OF LAUREL, YELLOWSTONE COUNTY, MONTANA

PREPARED FOR: MARVIN BROWN
PREPARED BY: ENGINEERING, INC.
SCALE: 1" = 100'

BASIS OF BEARING: CERTIFICATE OF SURVEY NO. 1943.

FEBRUARY, 2005
BILLINGS, MONTANA

○ = FOUND SURVEY MONUMENT, REBAR W/YELLOW CAP MARKED AS NOTED
○ = OR OTHER MONUMENT AS NOTED

— = SET 5/8" X 18" REBAR WITH CAP MARKED WITH THE LICENSE NUMBER OF THE UNDERGROUND LAND SURVEYOR AND "ENGINEERING INC BILLINGS M.T."
— = SET INTERSECTION MONUMENT, 5/8"x18" REBAR WITH CAP MARKED WITH THE LICENSE NUMBER OF THE UNDERGROUND LAND SURVEYOR AND "ENGINEERING INC BILLINGS M.T." WILL BE REPLACED WITH BRASS CAP MONUMENT BOX UPON COMPLETION OF STREET IMPROVEMENTS.

100 50 0 100 200

UNPLATTED

POINT OF BEGINNING #1
NE CORNER OF SECTION 9, T. 2 S., R. 24 E.,
BY YELLOWSTONE COUNTY.

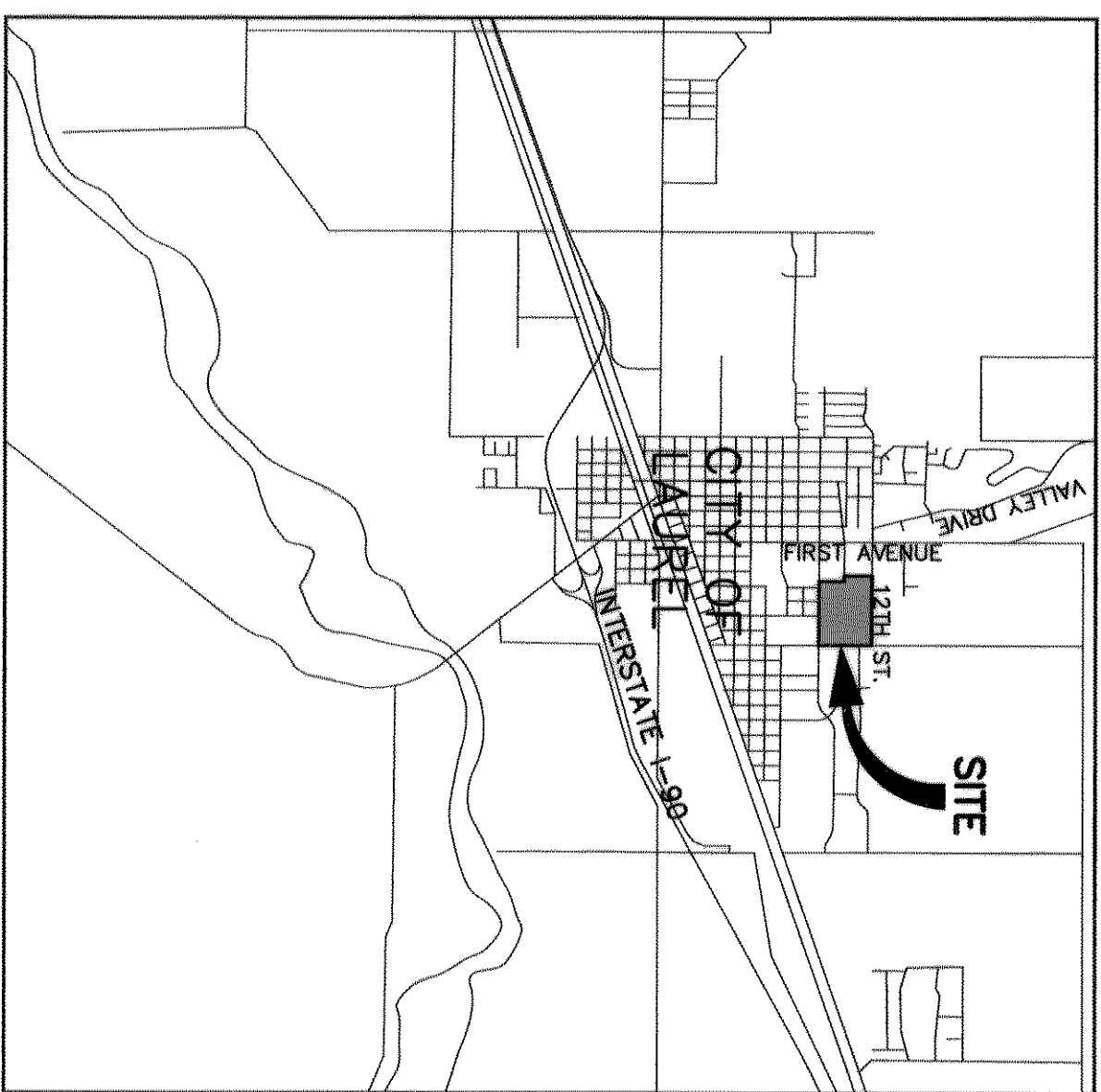
CERTIFICATE OF SURVEY NO. 927

NE CORNER OF SECTION 9, T. 2 S., R. 24 E.,
BY YELLOWSTONE COUNTY.

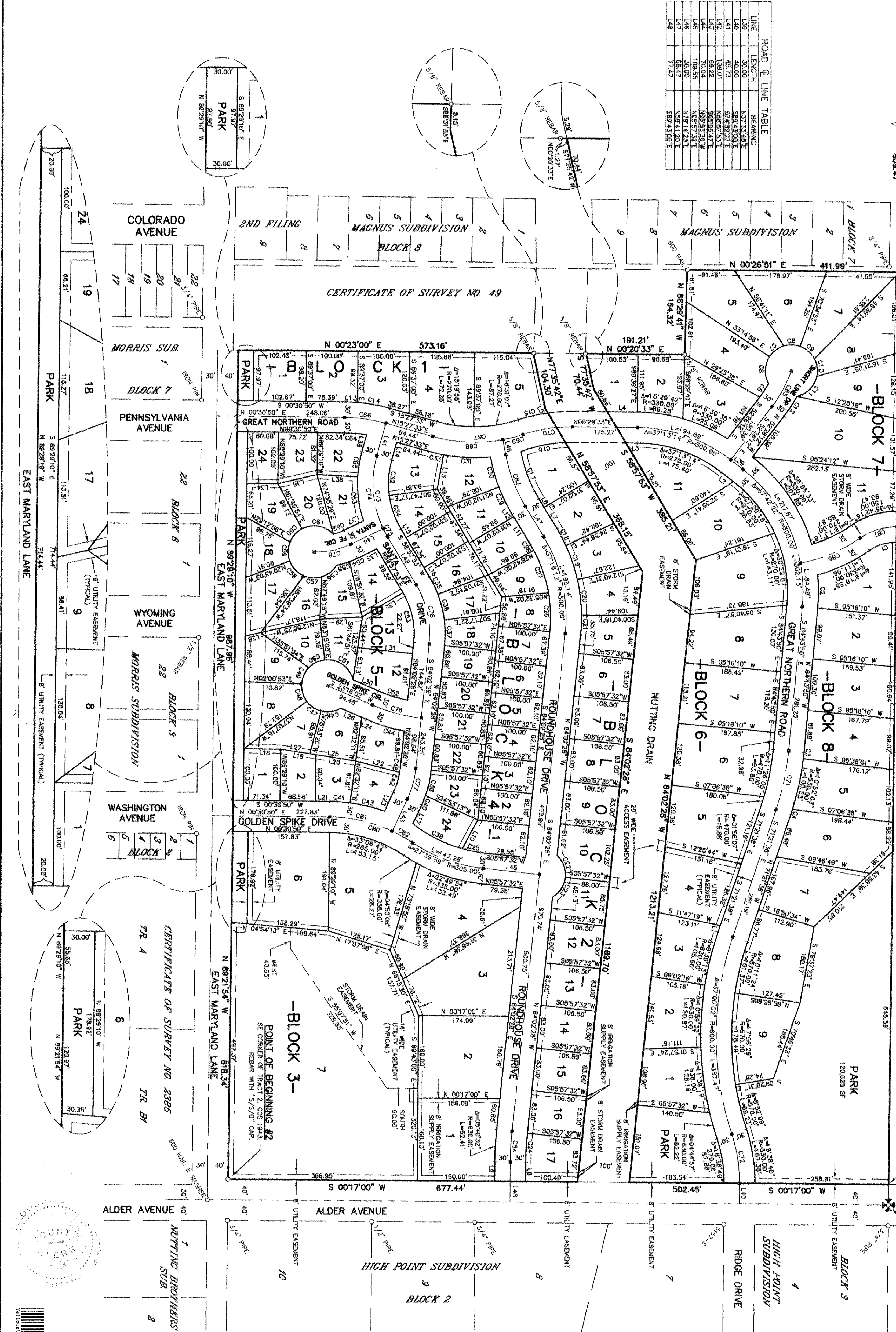
ROAD & CURVE TABLE				
CURVE	LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING
C66	80.86	310.00	149.64°	N 07°59'11"E
C67	177.24	300.00	335.10°	N 02°25'58"E
C68	36.48	300.00	261.51°	N 02°25'58"E
C69	36.48	300.00	261.51°	N 02°25'58"E
C70	98.88	300.00	184.40°	N 07°01'28"W
C71	116.88	300.00	137.21°	S 78°02'44"E
C72	97.62	300.00	163.48°	N 06°57'40"E
C73	162.30	300.00	46°29'40"	N 02°12'43"E
C74	144.34	300.00	41°21'03"	N 04°17'02"E
C75	119.48	180.00	308.32°	N 03°32'12"E
C76	119.48	180.00	165.54°	N 04°34'38"E
C77	61.12	180.00	175.34°	N 15°56'33"W
C78	73.04	150.00	275.34°	N 15°56'33"W
C79	98.37	325.00	172°30'30"	N 17°47'47"E
C80	170.48	285.00	330°42'42"	N 17°47'47"E
C81	125.48	285.00	242°22'23"	S 08°15'24"W
C82	107.50	300.00	170°00'00"	N 07°01'28"W
C83	59.43	600.00	5°44'32"	S 88°52'44"E
C84	79.17	250.00	16°08'40"	S 81°30'32"E
C85	127.13	300.00	24°16'45"	N 03°01'19"W
C86	74.78	120.00	35°42'16"	N 17°17'33"W

VICINITY MAP

NOT TO SCALE



LINE	LENGTH	BEARING
L39	30.00	N 27°34'48"E
L40	40.00	S 88°43'00"E
L41	65.73	S 71°36'22"E
L42	68.22	S 58°52'47"E
L43	70.04	N 02°53'30"W
L44	109.55	N 05°57'32"E
L45	30.00	N 71°14'20"E
L46	68.47	N 58°43'00"E
L47	77.47	S 88°43'00"E



LINE TABLE		
LINE	LENGTH	BEARING
L1	13.88	S 77°17'38"E
L2	27.93	N 07°20'33"E
L3	22.02	N 07°20'33"E
L4	10.24	S 00°20'33"E
L5	18.80	S 88°43'00"E
L6	37.47	S 88°43'00"E
L7	37.47	S 88°43'00"E
L8	37.47	S 88°43'00"E
L9	37.47	S 88°43'00"E
L10	63.56	N 04°17'02"E
L11	63.56	N 04°17'02"E
L12	4.90	N 04°17'02"E
L13	37.47	N 04°17'02"E
L14	37.47	N 04°17'02"E
L15	19.33	S 88°43'00"E
L16	20.74	S 88°43'00"E
L17	39.30	N 05°57'32"E
L18	71.34	N 05°57'32"E
L19	69.28	N 05°57'32"E

LINE TABLE		
LINE	LENGTH	BEARING
L20	27.93	N 07°20'33"E
L21	22.02	N 07°20'33"E
L22	10.24	S 00°20'33"E
L23	18.80	S 88°43'00"E
L24	37.47	S 88°43'00"E
L25	37.47	S 88°43'00"E
L26	37.47	S 88°43'00"E
L27	37.47	S 88°43'00"E
L28	37.47	S 88°43'00"E
L29	63.56	N 04°17'02"E
L30	63.56	N 04°17'02"E
L31	4.90	N 04°17'02"E
L32	37.47	N 04°17'02"E
L33	37.47	N 04°17'02"E
L34	19.33	S 88°43'00"E
L35	20.74	S 88°43'00"E
L36	39.30	N 05°57'32"E
L37	71.34	N 05°57'32"E
L38	69.28	N 05°57'32"E

SCOTT J CHESTER TRUST
D02522
405 E 13TH ST
LAUREL, MT 59044

EVANS, WAYNE & NORMAN
& ESTHER P
B01526
938 ARONSON AVE
BILLINGS, MT 59105-2331

WOLLMAN, JUNIA JOYCE
B01550
PO BOX 272
LAUREL, MT 59044-0272

BOUCHER, RONALD C &
NATALIE L
B03033
130 E 13TH ST
LAUREL, MT 59044-1828

OLSON, WILTON B
B03034
PO BOX 1116
LAUREL, MT 59044-1116

FRANK, TODD K
B03035
350 E 13TH ST
LAUREL, MT 59044

METZGER, G M & LORETTA
B01558
215 E MARYLAND LN
LAUREL, MT 59044-2123

MEADOWOOD APARTMENTS
LP
D02625
136 BURLINGTON AVE
BILLINGS, MT 59101-6029

LOUCKS, DALE W
B01543
201 E 12TH ST
LAUREL, MT 59044

WAYNE, JOHNNY
B01544
1115 MONTANA AVE
LAUREL, MT 59044

MAGNUS, DARRELL D &
MAYBELLE
B01557
1131 COLORADO AVE
LAUREL, MT 59044

WILMETH, MATTHEW K &
SHERRY L
B01547A B01555 B01554
B01557
2110 CHATTO DRIVE
BELGRADE, MT 59714

NUTTING DRAIN DISTRICT
D02623
1366 CLARHILL RD
LAUREL, MT 59044-8334

RESIDENTIAL SUPPORT
SERVICES INC
C14953
2110 OVERLAND AVE # 128
BILLINGS, MT 59102-6480

IRON HORSE STATION LLC
C14955M
PO BOX 80661
BILLINGS, MT 59108-0661

NESSAN, RICK
D12716
2432 HOWARD AVE
BILLINGS, MT 59102-4623

PUBLIC HEARING NOTICE

The Laurel City-County Planning Board and Zoning Commission will conduct a public hearing on a zone change requested for parcels within Iron Horse Station Subdivision submitted by Representatives of Iron Horse Station LLC. The Zoning Commission hearing is scheduled for **5:35 P.M., in the City Council Chambers at City Hall, 115 West 1st Street, Laurel, Montana, on Wednesday, February 17th, 2021.**

Additionally, the City Council has scheduled a public hearing for the consideration of the zone change request. The City Council hearing is scheduled for **6:30 P.M., in the City Council Chambers at City Hall, 115 West 1st Street, Laurel, Montana, on Tuesday, March 9th, 2021.**

The applicant is requesting a zone change from the R-6000 zoning district to Residential Multi-Family (RMF) for Lots 3 to 11, Block 7 of the Iron Horse Station Subdivision. The Residential-6000 district is intended to promote an area for a high, urban density, duplex residential environment on lots that are usually served by a public water and sewer system. The requested Residential Multi-Family (RMF) zoning is intended to provide a suitable residential environment for medium to high density residential dwellings, and to establish a buffer between residential and commercial areas.

Public comment is encouraged and can be provided in person at the public hearings on February 17th and March 9th. Public comment can also be made via email to the Planning Director, or via letter to the Planning Department office at 115 West 1st Street Laurel, MT 59044. A copy of the zone change documentation is available for review upon request at the Planning Department office. Questions regarding this public hearing may be directed to the Planning Director at 628.4796 ext. 5302, or via email at cityplanner@laurel.mt.gov.

Chapter 17.72 - AMENDMENTS

Sections:

17.72.010 - Purpose of provisions.

Whenever the public necessity, convenience, general welfare, or good zoning practice requires, the city council may amend, supplement, or change the regulations in this title, or the zoning boundaries or classification of property on the zoning map, as set forth in this chapter.

(Prior code § 17.84.010)

17.72.020 - Amendment procedure.

Amendments to the text of the title and/or changes in the zoning boundaries or classification of properties shown on the zoning map may be initiated by the city council on their own motion, or upon recommendation of the planning board but no amendment shall become effective unless it shall have been submitted to the zoning commission for review and recommendation. Before enacting an amendment to this title, the city council shall give public notice and hold a public hearing thereon.

(Ord. 96-5 (part), 1996; prior code § 17.84.020 (part))

17.72.025 - Amendment by private property owner.

Amendments to the zoning boundaries or classification of property shown on the zoning map may be initiated by property owners of the land proposed to be rezoned, by the filing with the zoning commission secretary of a zoning change application, which application shall be provided by the zoning commission secretary, and accompanied by all other materials and data required in the application.

(Ord. 01-4 (part), 2001; Ord 96-5 (part), 1996; prior code § 17.84.020 (part))

17.72.030 - Preapplication conference required.

Persons or parties interested in submitting an application for a zoning change shall consult with the planning director and the building inspector, at a joint meeting, if possible, concerning a proposed zoning change, its relation to and effect upon the comprehensive plan, any applicable specific plans or any plans being prepared by the planning department, and whether the proposed change is in conformance with public necessity, convenience, general welfare and good zoning practice.

(Prior code § 17.84.030)

17.72.040 - Application requirements.

- A. Unless initiated by the city council or planning board, all applications for official map amendments must be submitted by the owner of such property, the contract purchaser, or the authorized agent of the owner. An application for an amendment affecting the same property shall not be submitted more often than once every twelve months. The zoning change application shall contain the following information:
1. Name of applicant;
 2. Mailing address;
 3. Telephone number;

4. Accurate legal description of location;
 5. Nature of zoning change requested;
 6. Description of present land uses;
 7. Description of adjacent land uses;
 8. Statement of intended land use;
 9. Statement concerning any expected effect upon the adjacent neighborhood;
 10. Date of preapplication conference;
 11. Names and addresses of adjacent property owners, within three hundred feet;
 12. Signature of applicant;
 13. Payment of all applicable fees.
- B. An application for amendment to the official map shall be made on or before five p.m. of the first day of the month preceding the date of the public hearing before the zoning commission. When the date of submittal falls on a weekend or holiday, the submittal shall be on the following day before five p.m.
- C. An application for a zone change may not be withdrawn or amended after the legal advertising, as required by this section, has appeared for final public hearing before the city council. An applicant may be allowed to withdraw at the time of the zoning commission hearing by a majority vote of the members present without requiring council approval of the withdrawal and without prejudice with respect to the twelve month waiting period providing, however, that no application be allowed to be withdrawn more than once within the twelve month period after application shall have first been submitted.

(Prior code § 17.84.040)

17.72.050 - Planning department evaluation responsibility.

The planning director, upon receiving an application for rezoning of an area or a particular place of property shall do the following:

- A. Consult with other departments of the city or county to fully evaluate the impact of any zoning change upon public facilities and services including, but not limited to schools, drainage, traffic and related facilities;
- B. Study each application with reference to its appropriateness and effect on existing and proposed land use, and references to the comprehensive plan;
- C. In the case of a protest petition filed in the matter of any application for rezoning determine the validity of such petition;
- D. Advertise twice in a newspaper of general circulation in the jurisdictional area of the Laurel-Yellowstone city-county planning board at least fifteen days in advance of the time and place of the public hearing;
- E. Notify, by mail, the applicant or his authorized agent five days prior to the date of the public hearing of the time and place of such hearing;
- F. Notify, by mail, all property owners within three hundred feet of the exterior boundaries of the property subject to the rezoning; of the time, date, place of the public hearing and the existing and proposed classification. Further, he may notify property owners within a radius of more than three hundred feet if he determines that the proposed use of the property would have substantial environmental impact on surrounding land uses;
- G. The planning director shall report his findings and conclusions in writing to the zoning commission, which report shall be a matter of public record.

(Ord. 01-4 (part), 2001; prior code § 17.84.050)

17.72.060 - Zoning commission action.

- A. The zoning commission shall review and take action upon each application in accordance with the provisions of this chapter, and after a public hearing at which the application shall be presented to the zoning commission by the planning director together with his findings and conclusions on the matter. A report of the commission's recommendation and the planning director's findings and conclusions shall be submitted to the city council.
- B. The zoning commission shall make a recommendation to the city council to:
 - 1. Deny the application for amendment to the official map;
 - 2. Grant action on the application for a period not to exceed thirty days;
 - 3. Delay action on the application for a period not to exceed thirty days;
 - 4. Give reasons for the recommendation.
- C. The zoning commission shall adopt such rules and regulations for the conduct of public hearings and meetings, which shall be published and available to the public, as well as conflict of interest rules, to ensure that no member is entitled to vote on a matter in which he has an interest directly or indirectly.

(Prior code § 17.84.060)

17.72.070 - Public hearing—Notice required.

- A. Before taking action on an application for an amendment to the official map, and after presentation of the zoning commission's recommendation, the city council shall hold a public hearing on the application.
- B. The recommendations of the zoning commission shall be published twice in a newspaper of general circulation in the jurisdictional area of the Laurel-Yellowstone city-county planning board, and not less than fifteen days after the first publication of such notice, a final hearing shall be held at the next regular meeting of the city council.
- C. When such proposed amendment has been denied by the city council neither it nor one involving the same tract(s) shall be offered for adoption within one year after such denial.
- D. In case, however, of a valid protest petition against such change signed by the owners of twenty per centum or more either of the lot included in such proposed change, or of those immediately adjacent in the rear of extending one hundred fifty feet therefrom or of those adjacent on either side thereof within the same block, or of those directly opposite thereof extending one hundred fifty feet from the street frontage of such opposite lots, such amendment shall not become effective except by the favorable vote of three-fourths of all the members of the city council.

(Ord. 01-4 (part), 2001; prior code § 17.84.070)

17.16.010 - List of uses.

Table [17.16.010](#) designates the special review (SR) and allowed uses (A) in residential districts.

Table 17.16.010

	RE 22,000	R 7,500	R 6,000	RLMF	RMF	RMH	PUD	SR	RT
Accessory building or use incidental to any permitted residential use customarily in connection with the principal building and located on the same land parcel as the permitted use		A	A	A	A	A	A	A	A
Animals (see zoning district description for specifics)								A	
Automobile parking in connection with a permitted residential use		A	A	A	A	A	A	A	A
Bed and breakfast inn		SR	SR	SR	SR	SR	SR	SR	SR
Boarding and lodging houses		SR	SR	SR	SR	SR	SR	SR	SR
Cell towers (see Sections 17.21.020—17.21.040)									
Cemetery		SR	SR	SR	SR	SR	SR	SR	
Childcare facilities									
Family day care home		A	A	A	A	A	A	A	A
Group day care home		A	A	A	A	A	A	A	A
Day care center		SR	SR	SR	SR	SR	SR	SR	SR
Churches and other places of worship including parish house and Sunday school buildings		SR	SR	SR	SR	SR	SR	A	SR
Communication towers (see Sections 17.21.020—17.21.040)									
Community residential facilities serving eight or fewer persons		A	A	A	A	A	A	A	A
Community residential facilities serving nine or more persons		SR	SR	SR	SR	SR	SR	SR	SR
Orphanages and charitable institutions		SR	SR	SR	SR	SR	SR	A	SR
Convents and rectories		SR	SR	SR	SR	SR	SR	A	SR
Crop and tree farming, greenhouses, and truck gardening									
Day care facilities		SR	SR	SR	SR	SR	SR	SR	SR
Kennels (noncommercial)		A	A	A	A	A	A	A	A
Dwellings Single-family		A	A	A	A	A	A	A	A
Two-family			A	A	A		A		
Multifamily				A	A		A		
Manufactured homes									
Class A						A			
Class B						A			
Class C						A			
Row Housing				SR	SR		A		
Family day care homes		A	A	A	A	A	A	A	A
Greenhouses for domestic uses		A	A	A	A	A	A	A	A
Group day care homes		A	A	A	A	A	A	A	A
Home occupations		A	A	A	A	A	A	A	A
Parking, Public		SR	SR	SR	SR	SR	SR	SR	SR
Parks, playgrounds, playfields, and golf courses community center buildings—operated by public agency, neighborhood or homeowners' associations		A	A	A	A	A	A	A	A
Planned developments							A		
Post-secondary school		A	A	A	A	A	A	A	A
Preschool		SR	SR	SR	SR	SR	SR	SR	SR
Public service installations		SR	SR	SR	SR	SR	SR	SR	SR
Schools, commercial		SR	SR	SR	SR	SR	SR	SR	SR
Schools, public elementary, junior and senior high schools		A	A	A	A	A	A	A	A
Towers (see Sections 17.21.020—17.21.040)									

17.16.020 - Zoning classified in districts.

Zoning for residential districts is classified in and subject to the requirements of Table 17.16.020.

Table 17.16.020

Zoning Requirements	R 7,500	R 6,000	RLMF	RMF	RMH	PUD	SR	RT
Minimum lot area per dwelling unit in square feet								
One unit	7,500	6,000	6,000 ¹	6,000 ¹	6,000 ³	See	5 acres	1 acre
Two units		7,500	7,500	7,750		Chapter		
Three units		8,500	8,500	9,500		17.32		
Four units			10,000	11,250				
Five units				13,000				
Six units or more				Add 2,500 each additional unit				
Minimum yard – setback requirements (expressed in feet) and measured from public right-of-way								
Front	20	20	20	20	10		25 ⁵	25
Side	5	5 ⁴	5 ⁴	5 ⁴	5		5 ⁵	5
Side adjacent to street	20	20	20	20	20		10 ⁵	10
Rear	5	5	5	5	5		25 ⁵	25
Maximum height for all buildings	30	35	35	40	30		30	30
Maximum lot coverage (percentage)	30	30	40	45	40		15	30
Minimum district size (expressed in acres)	2.07	2.07	2.07	2.07	2.07		20	5

¹ Row housing may be permitted to be constructed on 3,000 square foot lots if approved through the special review process.

² NA means not applicable

³ The requirements for the mobile homes contained herein relate only to a mobile home subdivision; see Chapter 17.44 of this code for the requirements for a mobile home park.

⁴ Zero side setbacks may be permitted if approved through the special review process.

⁵ All pens, coops, barns, stables, or permanent corrals shall be set back not less than 50 feet from any residence, public road, or water course, and any property line.



**MINUTES
CITY OF LAUREL
CITY/COUNTY PLANNING BOARD
WEDNESDAY, FEBRUARY 17, 2021
5:35 PM
CITY COUNCIL CHAMBERS**

Public Input: *Citizens may address the committee regarding any item of business that is not on the agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.*

1. Roll Call

The chair called the meeting to order at 5:35PM

Evan Bruce
Roger Giese
Jon Klasna
Gavin Williams
Dan Koch
Judy Goldsby

General Items

2. Approve Meeting Minutes: January 20, 2021

Dan Motioned to approve the minutes from January 20, 2021
Evan Seconded.
Motion Carried.

3. Public Hearing: Variance Request for 503 Fir Ave

Nick provided the staff report and findings for the Variance request for 503 Fir Ave/1313 E. Main Street.

The Chair called for Proponents.

Zene Johnson – 1908 9th Street West, Billings, 59102. Sister of former owner (passed). Patti (prior owner) previously had wanted to split the lot and spoke with the Planning Department about this item years ago. Brian, Patti's son who inherited the property and his wife have two special needs children. Brian has to spend a lot of time with the children would like to split the lot because he does not want to be a landlord and manage a rental property. The parcel would then be put into the hands of someone able to take care of it. This would allow an owner who is somebody who could appreciate it.

Judy: The owner lives at the 1313 E. Main house?

- Yes he does.

The Chair called for Proponents.
The Chair called for Proponents.

The Chair Called for Opponents.

The Planning Director provided emails from two nearby property owners who object to the variance due to worries about a commercial dog kennel being established on the new lot. The Planning Director explained that these concerns are valid but any commercial kennel would need to go through the Special Review process at Planning Board and Council and would face questioning on its impacts to the neighborhood.

The Chair Called for Opponents.
The Chair Called for Opponents.

Mike, the son of applicant Zene Johnson owns the dogs in question. He plans to move the dogs off premises once the variance request is approved. They have gone through permitting the dogs at the 503 Fir Ave house for now. Mike and his wife are temporarily living at the 503 Fir Ave home in order to remodel the house. Will move out once the variance takes place and the house is rehabilitated. Mike and his wife and dogs will be moving out ASAP.

Evan: Parking for both residences?

There is a garage attached to the 1313 E. Main St. home. Curb cut exists for 503 Fir Ave.

Dan: Would the second lot be buildable?

It already has an existing home that is being renovated.

Judy provided background as to the 503 Fir Ave house that was previously used as a glass shop.

Gavin Motioned to approve the variance with the conditions presented by the Planning Director and additional motion noted on the attached staff report.

Dan Seconded.

Motion Carried.

The Chair closed the Public Hearing.

4. Public Hearing: Zone Change Request for Lots within the Iron Horse Station Subdivision

Nick provided the summary of the situation for Planning Board. Nick provided answers to questions about access and density changes, details about the change.

Jon: What will the parking situation be like?

Most likely will be on-lot, similar to the duplexes.

Members discussed access needs for the abandonment of Short Line Drive. Discussion of the adjacent right of way.

The Chair called for Proponents.

The Chair called for Proponents.

The Chair called for Proponents.

The Chair called for Opponents.

Wilton Olson. Concerned about the density of the new houses as well as the closed nature of the agreement between the developer. Questioned the Planning Director's statement of agreeing with more density within the subdivision and that area of the city.

The Chair called for Opponents.
The Chair called for Opponents.

Gavin motioned to approve the Zone Change for Iron Horse Station Subdivision as presented.
Jon Seconded.
Motion Carried.

New Business

5. Sign Review: Sunlight Properties

Members reviewed the design for the Sunlight Properties sign. Nick provided a color image version of the black and white image provided in the packet.

Gavin motioned to approve the Sunlight Properties sign as designed and presented.
Evan Seconded.
Motion Carried.

Old Business

Other Items

6. Ongoing Projects

Nick provided some details on ongoing projects within Laurel and its Planning and Zoning jurisdiction.

- Cherry Hills 3rd Filing
- Goldberg Sporting Estates
- Dyer PUD – 8th Street
- 8th Avenue
- Burger King Lot
- Zoning Code Update
- Zoning Jurisdiction Expansion

Evan suggested that a new zoning code update include language banning certain refrigerants in new construction.

Dan Wells – Regal Community Park?
No updates on the situation yet.
Nick will follow-up with Dan Wells

Announcements

7. Adjourn Meeting

The Chair adjourned the Meeting at 6:43PM.

8. Next Meeting: March 17, 2021

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. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

DATES TO REMEMBER

File Attachments for Item:

15. Resolution R21-17: A Resolution Of The City Council Approving A Task Order For KLJ Engineering Inc. To Authorize Work On The Water Storage Tank Roof Recoat Project For The City Of Laurel.

RESOLUTION NO. R21-17

**A RESOLUTION OF THE CITY COUNCIL APPROVING A TASK ORDER FOR KLJ
ENGINEERING INC. TO AUTHORIZE WORK ON THE WATER STORAGE TANK ROOF
RECOAT PROJECT FOR THE CITY OF LAUREL.**

BE IT RESOLVED by the City Council of the City of Laurel, Montana:

Section 1: Approval. The Task Order between the Parties is attached hereto and incorporated herein as part of this resolution, and is accepted and hereby approved by the City Council.

Section 2: Execution. The Mayor and City Clerk/Treasurer of the City of Laurel are hereby given authority to accept and execute the attached Task Order on behalf of the City.

Section 3: Effective date. The effective date for the Task Order is upon adoption and approval of this resolution.

Introduced at a regular meeting of the City Council on March 9, 2021, by Council Member ____.

PASSED and APPROVED by the City Council of the City of Laurel this 9th day of March 2021.

APPROVED by the Mayor this 9th day of March 2021.

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

APPROVED AS TO FORM:

Sam Painter, Civil City Attorney

This is **EXHIBIT A**, consisting of 13 pages, referred to in and part of the **Task Order** dated March 9, 2021.

Engineer's Services for Task Order: Water Storage Tank Roof Recoat Project

PART 1—BASIC SERVICES

A1.01 Study and Report Phase Services

- A. Not Included

A1.02 Preliminary Design Phase

- A. Not included

A1.03 Final Design Phase

- A. As Basic Services, Engineer shall:

1. Consult with Owner to define and clarify Owner's requirements for the Specific Project, including design objectives and constraints, space, capacity and performance requirements, flexibility, and expandability, and any budgetary limitations, and identify available data, information, reports, facilities plans, and site evaluations.
2. Visit the Site to review existing conditions.
3. Collect data related to the existing water storage tank.
4. Develop preliminary layout of the project site and site access.
5. Prepare 50% Drawings and Specifications indicating the scope and character of the Work to be performed and furnished by the Contractor.
6. Provide the Owner with a 50% design, drawings and specifications for their review.
7. Meet with the Owner to review the 50% drawings and specifications and solicit the Owner's input prior to advancing on to 95% drawings and specifications.
8. Prepare 95% Drawings and Specifications indicating the scope and character of the Work to be performed and furnished by the Contractor.
9. Provide the Owner with a 95% design, drawings and specifications for their review.

10. Meet with the Owner to review the 95% drawings and specifications and solicit the Owner's input prior to advancing on to 100% drawings and specifications.
 11. Develop the 100% drawings and specifications. Provide the Owner with three copies of the 100% drawings and specifications.
 12. Based on correspondence with the MT-DEQ, DEQ approval will not be required for this project since recoating is not in contact with the potable water. No Design Report or DEQ submittal is included under this scope.
 13. Develop and deliver to the Owner an opinion of probable Construction Cost.
- B. Engineer's services under the Final Design Phase will be considered complete on the date when Engineer has delivered to Owner the final Drawings and Specifications, including contracting and bidding-related documents.
- C. The number of prime contracts for Work designed or specified by Engineer upon which the Engineer's compensation has been established under this Task Order is one. If more prime contracts are awarded, Engineer shall be entitled to an equitable increase in its compensation under this Task Order.

A1.04 *Bidding or Negotiating Phase*

- A. As Basic Services, Engineer shall:
1. Assist Owner during the bidding process by developing an advertisement, printing of bid documents (Drawings and Specifications), distribution of bid documents, and maintaining a Plan Holders list.
 2. Coordinate and facilitate a pre-bid conference.
 3. Prepare and issue Addenda as appropriate to clarify, correct, or change the issued documents.
 4. Attend the bid opening, conduct a bid evaluation and prepare a recommendation of award to the Owner.
- B. The Bidding or Negotiating Phase will be considered complete upon the delivery of the recommendation of award. Any re-bidding, beyond the initial letting, will be considered an additional service, unless agreed upon by both parties.

A1.05 *Construction Phase*

- A. As Basic Services, Engineer shall:
1. *Coordinate the execution of the Contract Documents between the Owner and Contractor.*

2. *General Administration of Construction Contract:* Consult with Owner and act as Owner's representative as provided in the Construction Contract. The extent and limitations of the duties, responsibilities, and authority of Engineer shall be as assigned in EJCDC® C-700, Standard General Conditions of the Construction Contract (the Edition of which is to coincide with the current Montana Public Works Standard Specifications in effect at the time of a specific Task Order), prepared by the Engineers Joint Contract Documents Committee, or other construction general conditions specified in the Agreement. If Owner, or Owner and Contractor, modify the duties, responsibilities, and authority of Engineer in the Construction Contract, or modify other terms of the Construction Contract having a direct bearing on Engineer, then Owner shall compensate Engineer for any related increases in the cost to provide Construction Phase services. Engineer shall not be required to furnish or perform services contrary to Engineer's responsibilities as a licensed professional. All of Owner's instructions to Contractor will be issued through Engineer, which shall have authority to act on behalf of Owner in dealings with Contractor to the extent provided in this Agreement and the Construction Contract except as otherwise provided in writing.
3. *Pre-Construction Conference:* Coordinate and participate in a pre-construction conference prior to commencement of Work at the Site.
4. *Electronic Transmittal Protocols:* If the Construction Contract Documents do not specify protocols for the transmittal of Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, then together with Owner and Contractor jointly develop such protocols for transmittals between and among Owner, Contractor, and Engineer during the Construction Phase and Post-Construction Phase.
5. *Original Documents:* If requested by Owner to do so, maintain and safeguard during the Construction Phase at least one original printed record version of the Construction Contract Documents, including Drawings and Specifications signed and sealed by Engineer and other design professionals in accordance with applicable Laws and Regulations. Throughout the Construction Phase, make such original printed record version of the Construction Contract Documents available to Contractor and Owner for review.
6. *Schedules:* Receive, review, and determine the acceptability of any and all schedules that Contractor is required to submit to Engineer, including the Progress Schedule, Schedule of Submittals, and Schedule of Values.
7. *Visits to Site and Observation of Construction:* In connection with observations of Contractor's Work while it is in progress:
 - a. Make up to three (3) visits to the Site at intervals appropriate to the various stages of construction, as Engineer deems necessary, to observe the progress of Contractor's executed Work. Such visits and observations by Engineer, are not intended to be exhaustive or to extend to every aspect of the Work or to involve

detailed inspections of the Work beyond the responsibilities specifically assigned to Engineer in the Agreement, this Task Order, and the Construction Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment. Based on information obtained during such visits and observations, Engineer will determine in general if the Work is proceeding in accordance with the Construction Contract Documents, and Engineer shall keep Owner informed of the progress of the Work.

- b. The purpose of Engineer's visits to the Site, will be to enable Engineer to better carry out the duties and responsibilities assigned to and undertaken by Engineer during the Construction Phase, and, in addition, by the exercise of Engineer's efforts as an experienced and qualified design professional, to provide for Owner a greater degree of confidence that the completed Work will conform in general to the Construction Contract Documents and that Contractor has implemented and maintained the integrity of the design concept of the completed Project as a functioning whole as indicated in the Construction Contract Documents. Engineer shall not, during such visits or as a result of such observations of the Work, supervise, direct, or have control over the Work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, for security or safety at the Site, for safety precautions and programs incident to any Constructor's work in progress, for the coordination of the Constructors' work or schedules, nor for any failure of any Constructor to comply with Laws and Regulations applicable to furnishing and performing of its work. Accordingly, Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish or perform the Work, or any portion of the Work, in accordance with the Construction Contract Documents.
 - c. In addition to the site visits, the Engineer will provide up to ninety (90) hours of quality assurance (QA) coating system inspection and testing as needed. These hours are based on a estimated nine days, 10 hours per day, of blasting and coating time needed to complete the work. Should the Contractor exceed this time, additional inspection hours will be provided as additional services. This inspection is limited to surface preparation and coating system application.
- 8. *Defective Work:* Reject Work if, on the basis of Engineer's observations, Engineer believes that such Work is defective under the terms and standards set forth in the Construction Contract Documents. Provide recommendations to Owner regarding whether Contractor should correct such Work or remove and replace such Work, or whether Owner should consider accepting such Work as provided in the Construction Contract Documents.
 - 9. *Compatibility with Design Concept:* If Engineer has express knowledge that a specific part of the Work that is not defective under the terms and standards set forth in the Construction Contract Documents is nonetheless not compatible with the design concept

of the completed Project as a functioning whole, then inform Owner of such incompatibility, and provide recommendations for addressing such Work.

10. *Clarifications and Interpretations:* Accept from Contractor and Owner submittal of all matters in question concerning the requirements of the Construction Contract Documents (sometimes referred to as requests for information or interpretation—RFIs), or relating to the acceptability of the Work under the Construction Contract Documents. With reasonable promptness, render a written clarification, interpretation, or decision on the issue submitted, or initiate an amendment or supplement to the Construction Contract Documents.
11. *Field Orders:* Subject to any limitations in the Construction Contract Documents, Engineer may prepare and issue Field Orders requiring minor changes in the Work.
12. *Change Orders and Work Change Directives:* Recommend Change Orders and Work Change Directives to Owner, as appropriate, and prepare Change Orders and Work Change Directives as required.
13. *Differing Site Conditions:* Respond to any notice from Contractor of differing site conditions, including conditions relating to underground facilities such as utilities, and hazardous environmental conditions. Promptly conduct reviews, obtain information, and prepare findings, conclusions, and recommendations for Owner's use, subject to the limitations and responsibilities under the Agreement and the Construction Contract.
14. *Non-reviewable matters:* If a submitted matter in question concerns the Engineer's performance of its duties and obligations, or terms and conditions of the Construction Contract Documents that do not involve (1) the performance or acceptability of the Work under the Construction Contract Documents, (2) the design (as set forth in the Drawings, Specifications, or otherwise), or (3) other engineering or technical matters, then Engineer will promptly give written notice to Owner and Contractor that Engineer will not provide a decision or interpretation.
15. *Shop Drawings, Samples, and Other Submittals:* Review take appropriate action with respect to Shop Drawings, Samples, and other required Contractor submittals, but only for conformance with the information given in the Construction Contract Documents and compatibility with the design concept of the completed Project as a functioning whole as indicated by the Construction Contract Documents. Such reviews will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto.
16. *Substitutes and "or-equal":* Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by Contractor, but subject to the provisions of Paragraph A2.01.B.2 of this Exhibit A.

17. *Inspections and Tests:*

- a. Receive and review all certificates of inspections, tests, and approvals required by Laws and Regulations or the Construction Contract Documents. Engineer's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Construction Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Construction Contract Documents. Engineer shall be entitled to rely on the results of such inspections and tests.
- b. As deemed reasonably necessary, request that Contractor uncover Work that is to be inspected, tested, or approved.
- c. Pursuant to the terms of the Construction Contract, require additional inspections or testing of the Work, whether or not the Work is fabricated, installed, or completed.

18. *Change Proposals and Claims:* (a) Review and respond to Change Proposals. Review each duly submitted Change Proposal from Contractor and, within 30 days after receipt of the Contractor's supporting data, either deny the Change Proposal in whole, approve it in whole, or deny it in part and approve it in part. Such actions shall be in writing, with a copy provided to Owner and Contractor. If the Change Proposal does not involve the design (as set forth in the Drawings, Specifications, or otherwise), the acceptability of the Work, or other engineering or technical matters, then Engineer will notify the parties that the Engineer will not resolve the Change Proposal. (b) Provide information or data to Owner regarding engineering or technical matters pertaining to Claims.

19. *Applications for Payment:* Based on Engineer's observations as an experienced and qualified design professional and on review of Applications for Payment and accompanying supporting documentation:

- a. Determine the amounts that Engineer recommends Contractor be paid. Recommend reductions in payment (set-offs) based on the provisions for set-offs stated in the Construction Contract. Such recommendations of payment will be in writing and will constitute Engineer's representation to Owner, based on such observations and review, that, to the best of Engineer's knowledge, information and belief, Contractor's Work has progressed to the point indicated, the Work is generally in accordance with the Construction Contract Documents (subject to an evaluation of the Work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Construction Contract Documents, and to any other qualifications stated in the recommendation), and the conditions precedent to Contractor's being entitled to such payment appear to have been fulfilled in so far as it is Engineer's responsibility to observe the Work. In the case of unit price work, Engineer's recommendations of payment will include final

determinations of quantities and classifications of the Work (subject to any subsequent adjustments allowed by the Construction Contract Documents).

- b. By recommending payment, Engineer shall not thereby be deemed to have represented that observations made by Engineer to check the quality or quantity of Contractor's Work as it is performed and furnished have been exhaustive, extended to every aspect of Contractor's Work in progress, or involved detailed inspections of the Work beyond the responsibilities specifically assigned to Engineer in the Agreement or this Task Order. Neither Engineer's review of Contractor's Work for the purposes of recommending payments nor Engineer's recommendation of any payment including final payment will impose on Engineer responsibility to supervise, direct, or control the Work, or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto, or Contractor's compliance with Laws and Regulations applicable to Contractor's furnishing and performing the Work. It will also not impose responsibility on Engineer to make any examination to ascertain how or for what purposes Contractor has used the money paid to Contractor by Owner; to determine that title to any portion of the Work, including materials or equipment, has passed to Owner free and clear of any liens, claims, security interests, or encumbrances; or that there may not be other matters at issue between Owner and Contractor that might affect the amount that should be paid.
20. *Contractor's Completion Documents:* Receive from Contractor, review, and transmit to Owner maintenance and operating instructions, schedules, guarantees, bonds, certificates or other evidence of insurance required by the Construction Contract Documents, certificates of inspection, tests and approvals, and Shop Drawings, Samples, and other data reviewed as provided under Paragraph A1.05.A.17. Receive from Contractor, review, and transmit to Owner the annotated record documents which are to be assembled by Contractor in accordance with the Construction Contract Documents to obtain final payment. The extent of Engineer's review of record documents shall be to check that Contractor has submitted all pages.
 21. *Substantial Completion:* Promptly after notice from Contractor that Contractor considers the entire Work ready for its intended use, in company with Owner and Contractor, visit the Site to review the Work and determine the status of completion. Follow the procedures in the Construction Contract regarding the preliminary certificate of Substantial Completion, punch list of items to be completed, Owner's objections, notice to Contractor, and issuance of a final certificate of Substantial Completion. Assist Owner regarding any remaining engineering or technical matters affecting Owner's use or occupancy of the Work following Substantial Completion.
 22. *Final Notice of Acceptability of the Work:* Conduct a final visit to the specific Project to determine if the Work is complete and acceptable so that Engineer may recommend, in writing, final payment to Contractor.

23. *Standards for Certain Construction-Phase Decisions:* Engineer will render decisions regarding the requirements of the Construction Contract Documents, and judge the acceptability of the Work, pursuant to the specific procedures set forth in the Construction Contract for initial interpretations, Change Proposals, and acceptance of the Work. In rendering such decisions and judgments, Engineer will not show partiality to Owner or Contractor, and will not be liable to Owner, Contractor, or others in connection with any proceedings, interpretations, decisions, or judgments conducted or rendered in good faith.
 24. *Start-up:* Engineer will review operation and maintenance manuals submitted by the Contractor and will be on site during the equipment start-up and operator training.
 25. *Record Drawings:* Engineer will develop Record Drawing for the project and submit two paper copies to the Owner along with one digital copy in PDF format.
- B. *Duration of Construction Phase:* The Construction Phase will commence with the execution of the first Construction Contract for the specific Project or any part thereof and will terminate upon written recommendation by Engineer for final payment to Contractors. If the specific Project involves more than one prime contract as indicated in Paragraph A1.03.C, then Construction Phase services may be rendered at different times in respect to the separate contracts. Subject to the provisions of Article 3, Engineer shall be entitled to an equitable increase in compensation if Construction Phase services (including Resident Project Representative services, if any) are required after the original date for completion and readiness for final payment of Contractor as set forth in the final Construction Contract under the Task Order.

A1.06 *Post-Construction Phase*

- A. Upon written authorization from Owner during the Post-Construction Phase, as Basic Services, Engineer shall:
1. Together with Owner, visit the Project to observe any apparent defects in the Work, make recommendations as to replacement or correction of defective Work, if any, or the need to repair of any damage to the Site or adjacent areas, and assist Owner in consultations and discussions with Contractor concerning correction of any such defective Work and any needed repairs.
 2. Together with Owner, visit the Project within one month before the end of the Construction Contract's correction period to ascertain whether any portion of the Work or the repair of any damage to the Site or adjacent areas is defective and therefore subject to correction by Contractor.
- B. The Post-Construction Phase services may commence during the Construction Phase and, if not otherwise modified in this Exhibit A, will terminate twelve months after the commencement of the Construction Contract's correction period.

PART 2—ADDITIONAL SERVICES

A2.01 *Additional Services Requiring an Amendment to Task Order*

- A. *Advance Written Authorization Required:* During performance under a Task Order, Owner may authorize Engineer in writing to furnish or obtain from others Additional Services of the types listed below. Unless expressly indicated above or in the specific Task Order to be included Basic Services, the following services are not included as part of Basic Services and will be paid for by Owner as Additional Services, using the basis of compensation for Additional Services, as indicated in the specific Task Order.
1. Preparation of applications and supporting documents (in addition to those furnished under Basic Services) for private or governmental grants, loans, or advances in connection with the Specific Project; preparation or review of environmental assessments and impact statements; review and evaluation of the effects on the design requirements for the Specific Project of any such statements and documents prepared by others; and assistance in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the Specific Project.
 2. Resident Project Representative Services beyond 100 hours.
 3. Services to make measured drawings of existing conditions or facilities, to conduct tests or investigations of existing conditions or facilities, or to verify the accuracy of drawings or other information furnished by Owner or others. This shall include any survey services not explicitly stated within the scope of services.
 4. Services resulting from significant changes in the scope, extent, or character of the portions of the Specific Project designed or specified by Engineer, or the Specific Project's design requirements, including, but not limited to, changes in size, complexity, Owner's schedule, character of construction, or method of financing; and revising previously accepted studies, reports, Drawings, Specifications, or Construction Contract Documents when such revisions are required by changes in Laws and Regulations enacted subsequent to the Effective Date of the Task Order or are due to any other causes beyond Engineer's control.
 5. Services resulting from Owner's request to evaluate additional Study and Report Phase alternative solutions beyond those agreed to herein.
 6. Services required as a result of Owner's providing incomplete or incorrect Specific Project information to Engineer.
 7. Providing renderings or models for Owner's use, including services in support of building information modeling or civil integrated management.
 8. Undertaking investigations and studies including, but not limited to:

- a. evaluation of additional alternatives;
 - b. detailed consideration of operations, maintenance, and overhead expenses;
 - c. based on the engineering and technical aspects of the Project, the preparation of feasibility studies (such as those that include projections of output capacity, utility project rates, project market demand, or project revenues) and cash flow analyses, provided that such services do not include rendering advice regarding municipal financial products or the issuance of municipal securities;
 - d. preparation of appraisals;
 - e. evaluating processes available for licensing, and assisting Owner in obtaining process licensing;
 - f. detailed quantity surveys of materials, equipment, and labor; and
 - g. audits or inventories required in connection with construction performed or furnished by Owner.
9. Furnishing services of Consultants for other than Basic Services.
10. Providing data or services of the types described in Exhibit B, when Owner retains Engineer to provide such data or services instead of Owner furnishing the same.
11. Providing the following services:
- a. Services attributable to more prime construction contracts than specified in Paragraph A1.03.C or the specific Task Order.
 - b. Services to arrange for performance of construction services for Owner by contractors other than the principal prime Contractor, and administering Owner's contract for such services.
12. Services during out-of-town travel required of Engineer, other than for visits to the Site or Owner's office as required in Basic Services.
13. Preparing for, coordinating with, participating in and responding to structured independent review processes, including, but not limited to, construction management, cost estimating, project peer review, value engineering, and constructability review requested by Owner; and performing or furnishing services required to revise studies, reports, Drawings, Specifications, or other documents as a result of such review processes.
14. Preparing additional bidding-related documents (or requests for proposals or other construction procurement documents) or Construction Contract Documents for alternate bids or cost estimates requested by Owner for the Work or a portion thereof.

15. Assistance in connection with bid protests, rebidding, or renegotiating contracts for construction, materials, equipment, or services, except when such assistance is required to complete services required by Paragraph 5.02.A and Exhibit F.
16. Preparing conformed Construction Contract Documents that incorporate and integrate the content of all Addenda and any amendments negotiated by Owner and Contractor.
17. Providing Construction Phase services beyond the original date for completion and readiness for final payment of Contractor, but only if such services increase the total quantity of services to be performed in the Construction Phase, rather than merely shifting performance of such services to a later date.
18. Supplementing Record Drawings with information regarding the completed Project, Site, and immediately adjacent areas obtained from field observations, Owner, utility companies, and other reliable sources.
19. Conducting surveys, investigations, and field measurements to verify the accuracy of Record Drawing content obtained from Contractor, Owner, utility companies, and other sources; revise and supplement Record Drawings as needed.
20. Preparation of operation, maintenance, and staffing manuals.
21. Protracted or extensive assistance in refining and adjusting of Project equipment and systems (such as initial startup, testing, and balancing).
22. Assistance to Owner in training Owner's staff to operate and maintain Specific Project equipment and systems.
23. Assistance to Owner in developing systems and procedures for (a) control of the operation and maintenance of Project equipment and systems, and (b) related recordkeeping.
24. Preparing to serve or serving as a consultant or witness for Owner in any litigation, arbitration, mediation, lien or bond claim, or other legal or administrative proceeding involving the Project.
25. Providing construction surveys and staking to enable Contractor to perform its work other than as required under Paragraph A1.05.A.8, and any type of property surveys or related engineering services needed for the transfer of interests in real property; and providing other special field surveys.
26. Providing more extensive services required to enable Engineer to issue notices or certifications requested by Owner.
27. Excessive services during any correction period, or with respect to guarantees called for in the Construction Contract (except as agreed to under Basic Services).

28. Provide assistance in responding to the presence of any Constituent of Concern at any Site, in compliance with current Laws and Regulations.
 29. Other additional services performed or furnished by Engineer not otherwise provided for in this Agreement.
- B. *Advance Written Authorization Not Required:* Engineer shall advise Owner in advance that Engineer will immediately commence to perform or furnish the Additional Services of the types listed below. For such Additional Services, Engineer need not request or obtain specific advance written authorization from Owner. Engineer shall cease performing or furnishing such Additional Services upon receipt of written notice from Owner. Unless expressly indicated above or in the specific Task Order to be included Basic Services, the following services are not included as part of Basic Services and will be paid for by Owner as Additional Services, using the basis of compensation for Additional Services, as indicated in the specific Task Order.
1. Services in connection with Work Change Directives and Change Orders to reflect changes requested by Owner.
 2. Services in making revisions to Drawings and Specifications occasioned by the acceptance of substitute materials or equipment other than "or equal" items; services after the award of the Construction Contract in evaluating and determining the acceptability of a proposed "or equal" or substitution which is found to be inappropriate for the Project; evaluation and determination of an excessive number of proposed "or equals" or substitutions, whether proposed before or after award of the Construction Contract.
 3. Services resulting from significant delays, changes, or price increases occurring as a direct or indirect result of materials, equipment, or energy shortages.
 4. Additional or extended services arising from (a) the presence at the Site of any Constituent of Concern or items of historical or cultural significance, (b) emergencies or acts of God endangering the Work, (c) damage to the Work by fire or other causes during construction, (d) a significant amount of defective, neglected, or delayed Work, (e) acceleration of the progress schedule involving services beyond normal working hours, or (f) default by Contractor.
 5. Services (other than Basic Services during the Post-Construction Phase) in connection with any partial utilization of the Work by Owner prior to Substantial Completion.
 6. Evaluating unreasonable or frivolous requests for interpretation or information (RFIs), Change Proposals, or other demands from Contractor or others in connection with the Work, or an excessive number of RFIs, Change Proposals, or demands.
 7. Reviewing a Shop Drawing or other Contractor submittal more than three times, as a result of repeated inadequate submissions by Contractor.

8. While at the Site, compliance by Engineer and its staff with those terms of Owner's or Contractor's safety program provided to Engineer subsequent to the Effective Date that exceed those normally required of engineering personnel by Federal, State, or local safety authorities for similar construction sites.

Task Order: Water Storage Tank Roof Recoat Project

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated December 5, 2017 ("Agreement"), as amended by Amendment No. 1 dated October 13, 2020, Owner and Engineer agree as follows:

1. Background Data

- A. Effective Date of Task Order: March 9, 2021
- B. Owner: City of Laurel
- C. Engineer: Kadrmas, Lee & Jackson, Inc. (dba "KLJ")
- D. Specific Project (title): Water Storage Tank Roof Recoat Project
- E. Specific Project (description): This project consists of the recoating of the exterior roof of the existing water storage tank.

2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are:

Set forth in Part 1—Basic Services of Exhibit A, "Engineer's Services for Task Order," modified for this specific Task Order, and attached to and incorporated as part of this Task Order.
- B. Resident Project Representative (RPR) Services
- C. Designing to a Construction Cost Limit – Not Used
- D. Other Services - None
- E. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

3. Additional Services

- A. Additional Services that may be authorized or necessary under this Task Order are:

Set forth as Additional Services in Part 2—Additional Services, of Exhibit A, "Engineer's Services for Task Order," modified for this specific Task Order, and attached to and incorporated as part of this Task Order.

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following:

- Provide Engineer with access to the facilities, as needed to complete the project.
- Provide information included existing (as-built) plans and any prior studies, reports, etc. related to the existing storage tank.
- Review preliminary reports and plans provided by the Engineer.
- Pay advertisement cost during the bidding process.

5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

- Owner will provide review comments, in writing, to Engineer for any draft deliverables submitted by Engineer. Owner will provide comments within 7-days of submission by Engineer. Owner acknowledges delays in review/response may extend the final schedule.
- Engineer shall provide periodic updates to Owner on the anticipated completion schedule, throughout the duration of the project.

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service		Amount	Basis of Compensation
1.	Basic Services (Part 1 of Exhibit A)		
a.	Study and Report Phase (A1.01)	N/A	Lump Sum
b.	Preliminary and Final Design Phase (A1.02, A1.03)	\$15,847.00	Lump Sum
c.	Bidding or Negotiating Phase (A1.04)	\$12,356.00	Lump Sum
d.	Construction Phase (A1.05)	\$28,096.00	Direct Labor
e.	Post-Construction Phase (A1.06)	\$1,584.00	Direct Labor
TOTAL COMPENSATION (lines 1.a-e)		\$57,883.00	
2.	Additional Services (Part 2 of Exhibit A)	(N/A)	Direct Labor

Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

- B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. Consultants retained as of the Effective Date of the Task Order:

None

8. Other Modifications to Agreement and Exhibits:

None

9. Attachments:

Exhibit A – Engineer’s Services for Task Order

10. Other Documents Incorporated by Reference:

December 5, 2017 Agreement between Owner and Engineer for Professional Services, Task Order Edition

October 13, 2020 Amendment to Engineer-Owner Agreement, Amendment No. 1.

11. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is March 9, 2021.

OWNER: City of Laurel, Montana

ENGINEER: KLJ Engineering LLC.

By: _____

By: _____

Print Name: _____

Print Name: Mark Anderson

Title: _____

Title: Vice President, EPW

Engineer License or Firm's

Certificate No. (if required): PEL-EF-LIC-37

State of: Montana

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Kurt Markegard

Name: Doug Whitney

Title: Director of Public Works

Title: Project Manager

Address: PO Box 10, Laurel, MT 59044

Address: PO Box 80303 Billings, MT 59108-0303

E-Mail kmarkegard@laurel.mt.gov
Address: _____

E-Mail Doug.whitney@kljeng.com
Address: _____

Phone: 406-628-4796

Phone: 406-247-2913