



# Consolidated Land Use Board Agenda

September 11, 2024

5:30 PM

City – County Complex, Community Room

Zoom: Join Zoom Meeting

<https://us02web.zoom.us/j/87470277392?pwd=2FqDTa5TKFeuu183vzBTWTA7eAvNvS.1>

Meeting ID: 874 7027 7392

Passcode: 122174

## 1. Roll Call

## 2. Approval of Minutes

### **A. APPROVAL OF MINUTES FROM AUGUST 14, 2024, REGULAR MEETING**

## 3. Public Comment

*Individuals are reminded that public comments should be limited to item over which the City Commission has supervision, control jurisdiction, or advisory power (MCA 2-3-202)*

## 4. Planning Items

- A. RESERVOIR PARK GEODESIGN – Aleck Gantick with CV Studio will present information about the online survey and planning process for Reservoir Park and identify opportunities for public participation. Information Only, no Board action requested.**
- B. CITY PARKS MASTER PLAN – City Staff will present information about the Parks Master Plan process and upcoming opportunities for public participation. Information Only, no Board action requested.**

## 5. Zoning Items

- A. ZONING CODE UPDATE – City Staff will provide a general overview of the Code Update process, including timeline and opportunities for public participation. Information Only, no Board action requested.**

## 6. Board Comments

## 7. Adjournment

To ensure that it is passed on to the voting members, written public comment should be submitted before noon the day of any public meeting. This deadline is set to ensure comments reach City Commission, Boards, Committees, and City Staff timely allowing all parties to review comments prior to the start of any public meeting. Comments received after this deadline are not guaranteed to reach the intended persons before the start of the meeting.



# Consolidated Land Use Board Minutes

August 14, 2024

5:30 PM

City – County Complex, Community Room

## 1. Roll Call (0:16 minutes)

In Attendance: Bailey Goodwine, Caitlin Chiller, John Kalmon, Frank O'Connor. Jessie Wilcox and Torrey Lyons were excused. Bailey Goodwine chaired the meeting. (Becky Moores joined the meeting and Forrest Huisman joined by zoom before Agenda Item 4 Downtown Master Plan discussion).

Planning Staff: Jennifer Severson

## 2. Approval of Minutes (0:40 minutes)

### A. APPROVAL OF JUNE 24, 2024 MINUTES

O'Connor made a motion to approve the June 24, 2024 minutes. Kalmon seconded the motion. Motion passed 3-0 (Chiller abstained from voting because she did not attend the June meeting).

## 3. Public Comment (1:10 minutes)

No General Public comments.

## 4. Planning Items (1:47 minutes)

### A. DISCUSSION OF THE DOWNTOWN MASTER PLAN

Jennifer Severson presented a brief overview of the Downtown Master Plan. Severson explained the LUB Board would be taking a vote on the Downtown Master Plan (after the presentation) in one of three ways: Recommending approval to the City Commission, recommending conditional approval that includes changes, or recommending denial.

Andy Rutz (Downtown Master Plan Consultant) explained that the Downtown Master Plan has been a yearlong process that started in July 2023. Multiple different touch points, community engagement events, and surveys were held during the provisioning process to help guide what the priorities are for the community. The intent of the plan is to articulate a community-led vision for Downtown Livingston in the coming years. Listed below are action plans the Draft will focus on:

- Highlight live/work housing opportunities, and emphasize that subsidies should enhance affordability.
- Reference Heritage Tourism as another component of Livingston's attractiveness as a tourist destination.
- Emphasize and position the Downtown as a critical "Third Space" for the community.
- Encourage the City to assess its progress toward implementation at a regular interval (2-5 years) and make responsive, strategic updates to the Plan to maximize the shelf life of the Downtown Master Plan.
- To further encourage the entrepreneurial community.
- Coordinate and adhere with state and federal standards for on-system routes.
- Highlight how Livingston sets itself apart as a hub for outdoor activities, the arts, and active recreation.

**Board discussion (1:00:00 minutes):**

Chiller questioned if the documents in the appendix will be included in what is being voted on by the board.

Moore asked in what ways was the Downtown Master Plan Draft shared for the public and individuals in Livingston. She felt as though there was not enough time for the public to review the Downtown Master Plan and leave comments.

Severson explained that there was an email blast to over 250 people on July 17<sup>th</sup> when the Draft went live, and there was a flyer located in City Hall with a QR code, where individuals could access the draft and leave comments. Rutz reiterated that he is still working to finalize the Downtown Master Plan draft for the City Commission and individuals can still review and comment up until the Draft goes to the City Commission.

Chiller asked if the Downtown Plan Draft is reviewed every 2-5 years, will the whole plan be reviewed each time or will different parts of the plan be reviewed based on where the City is at in the process? Rutz replied that he does not recommend reviewing the whole plan every 2-5 years. Most communities do update the totality of the Downtown Master Plan after a 10-year interval.

**Public Comments (1:18:05 minutes):**

Tom Blurock (didn't state his address) stated that the document seemed very housing-centric, although he appreciated the feasibility analysis, he would like to see more commercial feasibility analysis. He also stated that he would like to see stronger recommendation on the American Bank lot/property.

Randy Carpenter FPC (South Black, Bozeman, MT) stated that the plan for the city seems over-zoned on commercial property based on land size. He stated his support for parking management within the Draft, not in favor of adding parking lots to the city. Carpenter agreed that there should be more commercial and residential feasibility analysis models.

Carson Beakenham PCEC Intern (120 S H St Livingston, MT) stated that outdoor gathering spaces, and year-round recreational spaces are vital for the community and would help promote younger generations and communities to utilize Livingston more.

Erica Lighthiser PCEC (518 S 8<sup>th</sup> St Livingston, MT) stated that a strong Downtown Plan is crucial and how grateful she is that the city is working on this project. Lighthiser mentioned that there seems to be room for improvement with environmental protections and social cohesion (more green spaces with native plants, clean energy, and diverse street trees to provide shade and mitigate water run-off. Additional permanent spaces where families can spend time outdoors would be appreciated, as well as places for middle and high school kids to congregate and engage the youth.

Patricia Grabow (204 E Callender St.) stated that she loves the idea of update to the city. She does not believe there is a need for additional affordable housing in Livingston. Heritage tourism and the arts will bring additional visitors and people to Livingston.

Kris King Director of Downtown Business Improvement District (425 W Chinook) stated that the timing of the Downtown Plan Draft is a challenge for Downtown Business Owners because it is the busiest time of the year right now for them. She added that Downtown has lots of services for senior citizens, and bringing the proposed greenway further down Main St would help activate the usage for all generations. Arts and Murals on less historic areas would have a positive effect on preserving the history of Livingston.

**Public Comment closed (1:46:25 minutes)**

**Chiller motioned to recommend approval of the Downtown Master Plan as proposed to the City**

**Commission, with the seven additional items as discussed by Andy Rutz (listed below). O'Connor seconded the motion (1:46:55 minutes).**

- Highlight live/work housing opportunities, and emphasize that subsidies should enhance affordability.
- Reference Heritage Tourism as another component of Livingston's attractiveness as a tourist destination.
- Emphasize and position the Downtown as a critical "Third Space" for the community.
- Encourage the City to assess its progress toward implementation at a regular interval (2-5 years) and make responsive, strategic updates to the Plan to maximize the shelf life of the Downtown Master Plan.
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- Highlight how Livingston sets itself apart as a hub for outdoor activities, the arts, and active recreation.

Huisman questioned if there is any precedence for this process, and if the City could look to other communities that have made similar changes. He doesn't want the city to have to reinvent the wheel or make mistakes that other communities had to figure out on their own.

Presser addressed that the Downtown Plan did look to other Montana Urban Renewal Agencies, and sought guidance from those entities.

Moore added that there are bad examples of what a community should look and operate like, so it is important to have a plan appropriate for Livingston.

Severson stated that there were nine firms that responded to the RFP for the Downtown Master Plan. There was a selection committee that narrowed the nine firms down to two firms. The selection Committee was really impressed with Andy Rutz's experience with other communities and their firm's work in general.

**Chiller reiterated the motion to recommend approval of the Downtown Master Plan as proposed to the City Commission, with the seven additional items as discussed by Andy Rutz. O'Connor seconded the motion. Motion passes 5-1 (1:57:45 minutes).**

#### **5. Zoning Items**

No Zoning Items

#### **6. Board Comments (1:58:35 minutes)**

No Board Comments.

#### **7. Adjournment (7:33 pm)**

Meeting adjourned at 7:33 pm.