



**Stevensville Planning and Zoning Board Meeting  
Agenda for  
WEDNESDAY, MAY 06, 2026  
6:30 PM  
206 Buck Street, Town Hall**

1. Call to Order and Roll Call
2. Discussion on the Following Items
  - a. Acknowledgment of Angela Lyons to the Planning & Zoning Board
  - b. Discussion/Decision: P&Z Board Meeting Minutes 02/11/2026
  - c. Discussion/Decision: P&Z Board Meeting Minutes 03/11/2026
  - d. Discussion/Decision: Approval of an R-2 Zoning for Wagon Wheel Townhomes
  - e. Discussion/Decision: Recommendation to the Town Council of an R-2 Zone for Wagon Wheel Townhomes
3. Public Comment
4. Adjournment

**Guidelines for Public Comment**

Public Comment ensures an opportunity for citizens to meaningfully participate in the decisions of its elected officials. It is one of several ways your voice is heard by your local government. During public comment we ask that all participants respect the right of others to make their comment uninterrupted. The council's goal is to receive as much comment as time reasonably allows. All public comment should be directed to the chair (Mayor or designee). Comment made to the audience or individual council members may be ruled out of order. Public comment must remain on topic, and free from abusive language or unsupported allegations.

During any council meeting you have two opportunities to comment:

1. During the public comment period near the beginning of a meeting.
2. Before any decision-making vote of the council on an agenda item.

Comment made outside of these times may not be allowed.

Citizens wishing to speak during the official public comment period should come forward to the podium and state their name and address for the record. Comment during this time maybe time limited, as determined by the chair, to allow as many people as possible to comment. Citizens wishing to comment on a motion for decision before any vote can come forward or stand in place as they wish. Comment must remain on the motion before the council.

**File Attachments for Item:**

- a. Acknowledgment of Angela Lyons to the Planning & Zoning Board



## Town of Stevensville Planning and Zoning Board Agenda Item Request

**To be submitted at least 8 days prior to the scheduled meeting**

|   |  |
|---|--|
| <b>Agenda Item Type:</b>                            | New Business   |
| <b>Person Submitting the Agenda Item:</b>           | Jim Crews  |
| <b>Second Person Submitting the Agenda Item:</b>    | Tamara Ross, P&Z Board Chairperson   |
| <b>Submitter Title:</b>                             | Mayor  |
| <b>Submitter Phone:</b>                             |  |
| <b>Submitter Email:</b>                             |  |
| <b>Requested Council Meeting Date for Item:</b>     | 05/06/2026   |
| <b>Agenda Topic:</b>                                | Acknowledgment of Angela Lyons to the Planning & Zoning Board  |
| <b>Backup Documents Attached?</b>                   | Choose an item.  |
| <b>If no, why not?</b>                              |  |
| <b>Approved/Disapproved by the Board Chair?</b>     | Approved   |
| <b>If Approved, Meeting Date for Consideration:</b> | 05/06/2026   |
| <b>Notes:</b>                                       | <p>Angela Lyons has volunteered her time on the Planning &amp; Zoning Board representing the Urban Area beginning in March of 2022, and just recently her term has expired. The newly updated Planning &amp; Zoning Bylaws, adopted by the Town Council, at their 03/26/2026 meeting, it states in Section 2. Membership (6) (b) "up to two (2) additional members who reside anywhere within the 59870-zip code that denotes Stevensville, MT.</p> <p>**At the Special Town Council Meeting being held on 5/5/2026, Mayor Crews has provided his recommendation of Angela Lyons to the Planning &amp; Zoning Board and the Town Council will vote on this recommendation.</p> |

**File Attachments for Item:**

b. Discussion/Decision: P&Z Board Meeting Minutes 02/11/2026

# STEVENSVILLE PLANNING & ZONING BOARD

## Meeting Summary

Wednesday, February 11, 2026 | 5:00 PM

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### 1. Administrative Actions & Decisions

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#### A. Resignation — Dwayne Gibson

- Mr. Gibson formally resigned from the P&Z Board after nine months of service.
- Chair Ross publicly acknowledged his energetic participation in developing the 2025 Growth Policy.
- Mayor Jim Crews also thanked Mr. Gibson for his time and contributions.

#### B. Chairperson Election

- Discussion opened on the annual election of a Board Chair.
- John made a motion to re-elect Tamara Ross as Chair; Greg seconded.
- Mayor Crews expressed support for Ms. Ross, citing her proactive study of bylaws and ordinances.
- **Outcome:** Unanimous vote — Tamara Ross continues as Chair.

#### C. Vice-Chairperson Appointment — Tabled

- Greg nominated John for Vice-Chair; Angela seconded.
- John declined, citing personal reasons. Wallace and Greg are unable to serve in this capacity due to their roles as Town Council and County representatives, respectively.
- **Outcome:** Tabled unanimously (Wallace moved, John seconded).

#### D. Secretary Appointment — Tabled

- Chair Ross nominated Angela; however, Angela's term ends March 26, 2026, and she currently resides outside the boundaries under consideration for board members.
- **Outcome:** Tabled unanimously (Angela moved, Greg seconded).

#### E. Regular Meeting Time

- Current meeting time is 5:00 PM. Angela suggested 6:00 PM due to work schedules.
- Mayor Crews suggested 7:00 PM for consistency with other boards. The board felt 7:00 PM was too late.
- **Outcome:** Unanimous vote to hold regular meetings at 6:00 PM.

#### F. Welcome — New Town Council Appointment

- Chair Ross welcomed Wallace Smith as the new Town Council representative to the board.

### 2. Development Presentation — 18-Unit Complex (Park Ave & 5th St)

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Presented by Dale Kane, Favor Construction, on behalf of the property-owning family.

#### Project Overview

- Site: Corner of Park Ave and 5th Street — a long-vacant, 2.8-acre parcel with an existing non-conforming back building (15 units, built ~1970s).

- Proposed new building: 3-story, 18-unit apartment complex on approximately 1.2–1.28 acres of the vacant portion of the lot.
- Unit type: 2-bedroom family units, designed to attract young families and school-adjacent residents.
- Design: Batten board siding, vinyl windows, paved parking lot, landscaping, 4-foot aluminum railing around perimeter.
- Additional scope: Facade upgrade to the existing back building to create visual cohesion between structures.
- Parking: Two stalls per unit (slightly over-parked), plus guest parking, located behind the new building.
- Pedestrian safety: Improvements to the crosswalk area on the corner, designed to direct foot traffic safely toward the schools.

### Zoning & Density Analysis

- Zoning: R2 — Medium Density Residential, allowing up to 16 units/acre (Code Section 10-217).
- At 1.28 acres, the math yields approximately 20.5 allowable units — suggesting the 18-unit proposal may meet density requirements without a variance.
- Mayor Crews ran the numbers live:  $1.28 \text{ acres} \times 43,560 \text{ sq ft/acre} = 55,757 \text{ sq ft} \div 16 = \sim 3,485 \text{ sq ft/unit minimum}$ . The proposal appears to be within limits.
- The presenter initially thought 18 units was over density but clarified that 18 fits better structurally in a three-story “stack” layout than 15 or 16.
- The existing back building sits on its own sub-standard parcel and may be treated separately for density calculations.
- Options discussed: Straight approval, variance application, or Planned Unit Development (PUD).

### Infrastructure Concerns

- Water & sewer capacity: Board members raised concerns about limited EDUs (Equivalent Dwelling Units). Mayor Crews indicated preliminary review looks feasible but formal application required.
- Traffic impact: Approximately 9 vehicle trips/day per household; access proposed off 5th Street (not Park Ave) to minimize main-road conflict.

### Affordability & Community Benefit

- Target market: Starter families, young professionals, teachers, and law enforcement — all groups facing housing shortages in the Stevensville area.
- Rents: Not yet formally set. Back building currently ~\$1,300–\$1,400/month. Developer intends to remain within an affordable range.
- The presenter referenced a similar Helena project that incorporates teacher housing with grant-funded down payment assistance (1896 grant treaty), creating a retention incentive. A similar model could be explored here.
- Board response was generally supportive. Members noted the location near schools is ideal and that the project would also improve the surrounding streetscape.

### Board Direction

- This was an informal, conceptual presentation. No formal decision was made.
- Developer will pursue formal application. Board will review variance process and density calculations before next steps.
- Personal note from one board member: preference to avoid a PUD if possible to minimize regulatory burden on the developer.

### 3. Key Updates from January 22nd Town Council Meeting

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#### A. Urban Area Definition

- The Town Council revisited the definition of “urban area” — a term currently absent from the growth policy, bylaws, and zoning code.
- Mayor Crews presented research linking the town’s extended zoning jurisdiction (Resolution 144) to the state law definition (MCA 76-6-104): 1 mile south of town, west to the Bitterroot River, east to the Supply Ditch Canal.
- Relevance to board membership: Town ordinance (Section 2-312) requires 2 of the 4 citizen members to be “resident freeholders within the urban area.”
- Angela’s eligibility concern (she lives ~6 miles out) prompted discussion about broadening membership criteria.
- Mayor Crews suggested the bylaws could be amended to allow members from outside the one-mile zone, as the ordinance sets a floor (not less than 7 members) but does not cap total membership or explicitly prohibit outside-area members.
- Town attorney Kristina noted she had not received all materials in advance and recommended the board await her full written opinion before acting.
- The term “freeholder” was flagged as archaic and potentially worth clarifying — would require amending the ordinance, not just the bylaws.

#### B. Board Member Terms & Bylaw Review

- Board member terms are three years (except for Town Council and Commissioner representatives, whose appointments are annual or role-based).
- Chair Ross drafted a member terms tracking document (shared at the meeting, not yet finalized).
- Current vacancies and term expirations reviewed informally; Angela’s term ends March 26, 2026.

#### C. Agenda Item Request Form

- A standardized Agenda Item Request Form is being introduced, modeled on Town Council procedures.
- Purpose: Improve public transparency by requiring supporting documents to accompany agenda items, so the public can review materials in advance.
- Mayor Crews cited a recent Town Council issue where undisclosed resolution errors created public backlash — the form helps prevent this.
- Town attorney noted a recent Lincoln County case supporting the practice of presenting new information at meetings as long as the public has an opportunity to comment.
- Board discussed whether to reference the form in the bylaws. General consensus: keep bylaw language broad (e.g., “agenda items must be forwarded at least one week in advance to town clerk”) rather than being overly prescriptive.
- No formal vote taken; topic deferred for further bylaw refinement.

### 4. Zoning Code & Variance Process Overview

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#### Urban Area Definition in Zoning Code

- The board briefly discussed whether to formally add an “urban area” definition to the zoning code or bylaws.
- Mayor Crews suggested it may be unnecessary since the definition exists in Montana state code (MCA 76-6-104) and is already incorporated via Resolution 144.
- Decision deferred pending town attorney’s review and formal opinion.

### Variance Requests

- An upcoming variance request is anticipated for a property on Mission Street, where aggregated lots may be split into two non-conforming parcels (below minimum square footage).
- Board members have limited recent experience with variance procedures.
- Chair Ross plans to prepare a flow chart or overview document for variance processing before the next applicable case.
- Town Clerk Janelle may have existing variance request forms from the subdivision regulations.

## 5. Planning & Zoning Board Goals for 2026

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- Update Subdivision Regulations: State legislation from the last session changed several subdivision requirements. The board is awaiting updated model regulations from the League of Montana Cities (possibly announced at the March 4–6 conference). Current regs are outdated.
- ADU & Family Transfer Provisions: New state requirements around Accessory Dwelling Units and subdivision exemptions (including an affidavit requirement) need local interpretation and potential code updates.
- Sidewalks: Identified as a priority issue, including settling/maintenance concerns.
- Grant Opportunities: Chair Ross is researching non-match grants, particularly for the community pool and stormwater. The Land and Water Conservation Fund (LWCF) was mentioned as a potential source. Community service organizations may be able to provide matching funds for match-required grants.
- Zoning Code Adoption/Revision: Contingent on attorney guidance and board direction; may include urban area definition and subdivision regulation updates.
- Public Engagement: Improve meeting packets and advance notice to increase public participation and reduce legal exposure.

## 6. Adjournment

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- No additional public comment was received.
- Motion to adjourn: Carried unanimously.

*Note: This summary was prepared from an audio transcript. Speaker attributions are approximate.*

**File Attachments for Item:**

c. Discussion/Decision: P&Z Board Meeting Minutes 03/11/2026

# STEVENSVILLE PLANNING & ZONING BOARD

## Meeting Summary

Wednesday, March 11, 2026 | 6:00 PM | 206 Buck Street, Town Hall

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### 1. Call to Order & Roll Call

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- Meeting called to order at 6:03 PM by Chair Tamara Ross.
- Members present: Angela Lyons, John Anderson, Tamara Ross, and Councilman Wallace Smith (Wally). Absent: Commissioner Greg Chilcott
- Quorum confirmed.

### 2. Administrative Actions

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#### A. Vice-Chairperson Appointment — Postponed Again

- No nominations were brought forward.
- Chair Ross indicated the appointment will continue to be postponed until the board reaches a larger membership.
- **Outcome:** Motion to postpone passed unanimously (Angela seconded).

#### B. Secretary Appointment — Postponed Again

- Appointment remains on hold due to Angela's term ending March 26, 2026, and ongoing bylaw and counsel review requirements.
- Board noted the bylaw updates and attorney approval must be completed before this appointment can proceed.
- **Outcome:** Motion to postpone passed unanimously (John seconded).

### 3. Bylaw Updates (Item 2C)

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#### Proposed Amendment — Article 1, Section 2: Membership

- Chair Ross presented proposed bylaw amendments, with all proposed changes marked in red in the draft document.
- A new subsection (6) was added to Article 1, Section 2, creating a category of optional board members beyond the standard seven required by town ordinance.

#### Key Changes Proposed

- Up to four additional optional members may be appointed as full voting members, subject to Town Council approval and input from the P&Z Board Chair.
- Two of those optional members would reside within the town's existing extended zoning jurisdiction (one mile south of town limits, west to the Bitterroot River, east to the Supply Ditch Canal — as established by Town Resolution 144).
- Two additional optional members may reside anywhere within the 59870 zip code (Stevensville, MT) — a new provision designed to include county residents with a stake in town planning who fall outside the formal zoning boundary.

- If all optional seats are filled, the board could consist of up to 11 voting members.
- The extended zoning jurisdiction definition from Resolution 144 was included verbatim in the bylaw language for clarity and reference.

### Rationale

- The zip code provision was proposed to allow county-adjacent residents and business owners — like the current applicant, who owns a business in town but lives outside its boundaries — to participate on the board.
- The goal is to broaden the pool of qualified volunteers while keeping membership geographically relevant to Stevensville.
- Members expressed general agreement with the language. The remaining concern is that the town attorney has not yet weighed in, as she was not present at this meeting.

### Agenda Item Submission Deadline — New Bylaw Language

- A new provision was added requiring agenda items and supporting documentation to be submitted to the Town Clerk no later than 14 calendar days before a meeting.
- Purpose: Give Chair Ross and Town Clerk Janelle adequate time to prepare the public packet for proper noticing.
- Board members expressed support, noting the previous lack of a deadline created challenges for both the chair and the clerk.

### Reports & Materials — New Section 10

- A new bylaw section was added codifying how materials submitted during a meeting are handled:
  - Materials may be accepted at the discretion of the Chair.
  - Any accepted materials become part of the official record for that agenda item.
  - Meeting minutes must note all materials received.
- Board noted this reflects standard Roberts Rules practice but appreciated having it clearly stated in their own bylaws for accessibility.

### Next Steps for Bylaw Amendments

- The bylaw changes are not on tomorrow's Town Council agenda and cannot be added in time.
- Board voted to forward the proposed bylaw amendments to Town Council for review and approval at the next available council meeting.
- Wally (Councilman Smith) abstained from the vote due to his dual role, citing potential conflict of interest.
- **Outcome:** Motion passed (John and Angela in favor, Tamara in favor as Chair; Wally abstained). Bylaw amendments forwarded to Town Council for review.

## 4. Board Application Review — Kate Miller (Item 2D & 2E)

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### Applicant Background

- Kate Miller submitted an application for appointment to the Planning & Zoning Board.
- Professional background includes: estate sales, real estate development, construction and remodeling, and owning/operating multiple businesses (restaurants, flower shops, construction company).

- Experience navigating zoning regulations, permitting processes, and local compliance.
- Successfully navigated the Missoula Health Department process for a food truck licensing/liquor license — noted by board members as a particularly rigorous process.
- 30-year business owner and lifelong Stevensville resident.

### Statement of Interest

- Ms. Miller expressed that effective planning requires balancing economic vitality with preservation of community identity.
- She stated a commitment to approaching each issue with fairness, practical experience, and long-term stewardship of Stevensville.

### Board Discussion

- Board members were uniformly enthusiastic about her qualifications and background.
- Members noted the difficulty of finding qualified volunteers willing to commit the time, making her application especially valuable.
- Items 2D (application review) and 2E (recommendation to Town Council) were handled together as a single discussion.
- **Outcome:** Motion passed unanimously to recommend Kate Miller to the Town Council for appointment to the Planning & Zoning Board.

## 5. Public Comment

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- No members of the public were present in person or by phone.
- Public comment period opened and closed with no comments received.

## 6. Adjournment

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- Motion to adjourn made and seconded (Angela).
- All in favor; motion carried unanimously.
- Meeting adjourned at 6:26 PM.

*Note: This summary was prepared from an audio transcript. Speaker attributions are approximate.*

**File Attachments for Item:**

d. Discussion/Decision: Approval of an R-2 Zoning for Wagon Wheel Townhomes



**Town of Stevensville  
Planning and Zoning Board  
Agenda Item Request**

**To be submitted at least 8 days prior to the scheduled meeting**

|   |   |
|---|---|
| <b>Agenda Item Type:</b>                              | New Business  |
| <b>Person Submitting the Agenda Item:</b>             | Tam Ross  |
| <b>Second Person Submitting the Agenda Item:</b>      | NA  |
| <b>Submitter Title:</b>                               | Planning and Zoning Board Chair   |
| <b>Submitter Phone:</b>                               | 406-777-5271  |
| <b>Submitter Email:</b>                               | tamaracarolfi@gmail.com   |
| <b>Requested P&amp;Z Board Meeting Date for Item:</b> | 05/06/2026  |
| <b>Agenda Topic:</b>                                  | Discussion/Decision: Approval of an R-2 Zoning for Wagon Wheel Townhomes  |
| <b>Backup Documents Attached?</b>                     | Yes   |
| <b>If no, why not?</b>                                |   |
| <b>Approved/Disapproved by the Board Chair?</b>       | Approved  |
| <b>If Approved, Meeting Date for Consideration:</b>   | 05/06/2026  |
| <b>Notes:</b>   | Letter to Jenelle<br>Attachments A-E<br>Resolution No 492<br>Minutes from the meeting of 09/23/2021 annexing this parcel of land into the Town of Stevensville, but was not voted on to clarify it as an R-2 Zone |



DOCUMENT: 769495 ANNEXATIONS  
RECORDED: 12/2/2021 11:33:23 AM  
Regina Plettenberg, CLERK AND RECORDER  
Fee \$0.00 By *Mura Mathews*

Deputy

**RESOLUTION NO. 492**

**A RESOLUTION APPROVING A PETITION TO ANNEX AND  
ANNEXING LAND INTO THE TOWN OF STEVENSVILLE, MONTANA**

**WHEREAS**, Norman Nisley, as owner of the parcel of land described in Exhibit 1 as a Tract of Land Located in Section 26, Township 9 North, Range 20 West, 2.12 Acres, CS #477490-TR Tract A, has filed a Petition for Annexation to the Town, pursuant to MCA Title 7, Chapter 2, Part 46; and

**WHEREAS**, pursuant to §7-2-4601(3)(a)(li), Norman Nisley represents more than 50% owners of real property in the total area to be annexed; and

**WHEREAS**, the parcel to be annexed and described herein is connected to the Town of Stevensville Municipal Water System, and the owner is desirous of connecting to the Town's Sanitary Sewer System; and

**WHEREAS**, a plan for services has been developed in accordance with MCA 7-2-4205 and deemed adequate by the Town Council; and

**WHEREAS**, the Town council has determined that it is in the best interest of the Town of Stevensville that the legally described parcel of land described in Exhibit 1, attached hereto, be annexed along with any adjacent right-of-way pursuant to MCA 7-2-4211.

**NOW THEREFORE BE IT RESOLVED**, that the Town Council of the Town of Stevensville hereby approves the petition to annex and annexes the parcel of land legally owned by Norman Nisley as described in Exhibit 1; and

**BE IF FURTHER RESOLVED**, that the Town Council of the Town of Stevensville also annexes the Park Avenue Right-of-Way from Middle Burnt Fork Road north to the existing Town Limit.

**PASSED AND ADOPTED** by the Town of Stevensville, Montana this 23<sup>rd</sup> day of September, 2021.

Approved:

Attest:

*Brandon E Dewey*  
\_\_\_\_\_  
Brandon E. Dewey, Mayor

*Jenelle Berthoud*  
\_\_\_\_\_  
Jenelle Berthoud, Town Clerk

*Town of Stevensville  
PO BOX 30  
Stevensville, MT 59870  
CAR NOTE: RE-RECORDING TO ADD EXHIBIT 1.*



CS 477490-TR

# CERTIFICATE OF SURVEY

TO SHOW THE REPLACEMENT OF AN EXISTING TRACT OF LAND LOCATED IN THE SW1/4SW1/4 OF SEC. 26, T.9N., R.20W., P.M.M., RAVALLI COUNTY, MONTANA

## LEGAL DESCRIPTION

That Tract of land described in Book 218, of Page 749 of deed records of Ravalli County, located in and being a portion of the Southwest one-quarter of the Southwest one-quarter (SW1/4SW1/4) of Section 26, Township 9 North, Range 20 West, P.M.M., Ravalli County, Montana, and being more particularly described as follows:

Commencing at the section corner common to sections 26, 27, 34 and 35; thence along the line common to sections 26 and 27, N00°18'27"W, 580.00 feet to the TRUE POINT OF BEGINNING; thence continuing along said section line, N00°18'27"W, 153.50 feet to the northeast corner of said Book 218, Page 749; thence along the right-of-way of Park Avenue, thence along said right-of-way, S00°18'34"E, 153.50 feet to a point on the south boundary of said Book 218, Page 749; thence along said south boundary, N89°23'33"W, 600.27 feet to the TRUE POINT OF BEGINNING.

Containing 212 acres, more or less, being subject to all easements or rights-of-way as shown, existing, apparent or of record, and according to the attached Certificate of Survey.

## WARRANTY CERTIFICATION

We certify that the purpose of this survey is to replace public boundaries and that no division of land is created by this survey. Therefore, this survey is exempt from the provisions of the Montana Subdivision and Platting Act and the Montana Subdivision and Platting Act.

*Darlene M. Elspuru*  
 Darlene M. Elspuru  
 STATE OF MONTANA  
 COUNTY OF RAVALLI



This instrument was acknowledged before me on April 4, 2001, by Darlene M. Elspuru.

*Henry V. Pulver*  
 Henry V. Pulver  
 Notary Public for the State of Montana  
 My Commission expires 12/31/2001

**SUBJECTOR'S CERTIFICATION**  
 I, Darlene M. Elspuru, the intended Certificate of Survey recipient, hereby certify that I am the owner of the above described land and that I am not a minor, an incompetent person, or a person under a conservatorship. My Montana Registration No. is 318253.

*Darlene M. Elspuru*  
 Darlene M. Elspuru  
 Montana Registration No. 318253

**PURPOSE OF SURVEY**  
 This survey was prepared pursuant to Section 70-3-404, M.C.A., to show the replacement of the entire boundary of existing parcel, and no division of land is hereby created.

## LEGEND

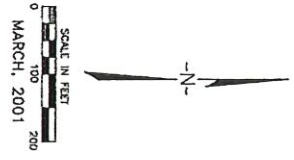
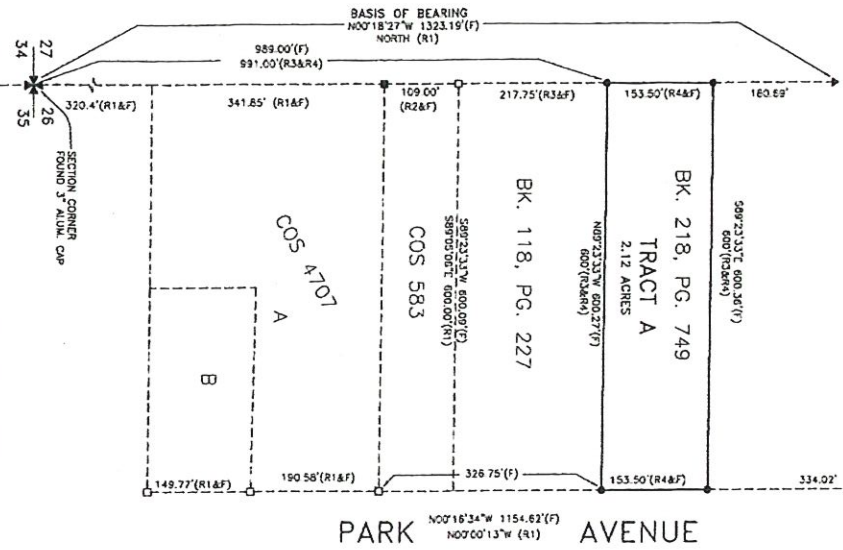
- SET 3/8"X24" NEMA WITH 1-1/2" ALUMINUM CAP (HAWSON, 313215)
- ▲ SET 3/8"X24" NEMA WITH 1-1/2" ALUMINUM CAP (SCHUMANN, 310225)
- ▲ FOUND 3/8"X24" NEMA WITH 1-1/2" ALUMINUM CAP (SCHUMANN, 310225)
- ▲ FOUND 1-1/2" YELLOW PLASTIC CAP (ALECHILI)
- ▲ FOUND 1-1/2" YELLOW PLASTIC CAP (NEUMAN, 340945)
- ▲ FOUND THIS SURVEY
- ▲ FOUND 3/8"X24" NEMA WITH 1-1/2" ALUMINUM CAP (NEUMAN, 340945)
- ▲ RECORD P168 COS 4707 (NEUMAN, 340945)
- ▲ RECORD P18 BOOK 218 PAGE 749 (ELSPURU)
- ▲ RECORD P18 BOOK 218 PAGE 749 (ELSPURU)
- ▲ RECORD PER BOOK 218, PAGE 749 (GREENS)

**OWNER**  
 DARLENE M. ELESAPURU (Document No. 475367)

|     |      |     |    |
|-----|------|-----|----|
| 1/4 | SEC. | T.  | R. |
| 26  | 9N   | 20W |    |

Sheet 1 of 1  
 Ravalli County, Montana  
 Certificate of Survey No. \_\_\_\_\_

STATE OF MONTANA, RAVALLI COUNTY  
 RECORDED  
 CLERK AND RECORDER BY: *Tracie J. Hall*  
 477490-TR FEE: \$5.50  
 PREPARED AT THE REQUEST OF: DARLENE ELESAPURU  
 PCI PROJECT NO. 6431-01 Z78-07



**Stevensville Town Council Meeting Minutes  
for THURSDAY, SEPTEMBER 23, 2021, 7:00 PM**

CONDENSED MINUTES

1. Call to Order and Roll Call

Mayor Dewey called the meeting to order, Councilmembers Allen, Devlin, Ludington and Wandler were all present.

2. Pledge of Allegiance

3. Public Comments (Public comment from citizens on items that are not on the agenda)

NONE.

4. Approval of Minutes

a. 8/12/2021 Meeting Minutes

b. 8/26/2021 COW Meeting Minutes

c. 8/26/2021 Meeting Minutes

Mayor Dewey: introduced the meeting minutes for 8/12, 8/26 COW, and 8/26/21.

Councilmember Ludington: make a motion to approve.

Councilmember Allen: 2<sup>nd</sup>.

Mayor Dewey: it has been moved by Mr. Ludington and 2<sup>nd</sup> by Ms. Allen. Council discussion? Public comment? Hearing none we will call for the vote.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: thank you.

5. Approval of Bi-Weekly Claims

a. Claims #17024-#17036

Mayor Dewey: additional claims have been added to your claims sheet, #17037-#17040

Councilmember Devlin: make a motion to approve the claims.

Councilmember Ludington: 2<sup>nd</sup>

Mayor Dewey: it has been moved by Ms. Devlin and 2<sup>nd</sup> by Mr. Ludington. Council discussion? Public Comment? Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes

#### 6. Administrative Reports

NONE.

#### 7. Guests

NONE

#### 8. Correspondence

NONE.

#### 9. Public Hearings

NONE.

#### 10. Unfinished Business

a. Discussion/Decision: Reconsideration of Resolution No. 491, Adopting a Master Fee Schedule for FY2022

Mayor Dewey: introduced unfinished business (a.) gave an explanation of the changes made by council's direction. Please note the changes in your packet. Added a curb cut fee that was left off on the last one.

Councilmember Allen: I feel the changes reflected the feedback that Councilmember Wandler and I made. The special event permit fee address the size of the event a little bit better. I would like to make a motion to approve.

Councilmember Wandler: 2<sup>nd</sup>.

Mayor Dewey: it has been moved by Ms. Allen and 2<sup>nd</sup> by Ms. Wandler. Council discussion?

Councilmember Devlin: where we see the farmers market event fee it is all inclusive?

Mayor Dewey: all one fee per season.

Councilmember Delvin: stage fee, who else uses that besides civic club?

Mayor Dewey: we have had some church groups for a concert. If the expectation is that town personal move it and set it, we are going to charge the fee. The cost is supposed to cover the personal time. Any further discussion from council?

Councilmember Ludington: went through the city of Hamilton's fee schedule. What I could find was pretty much in line, what I found to not be in line was the planning and zoning fees. For instance, we are looking at \$1000 for an annexation application fee and on here it is \$100

Mayor Dewey: it is \$1000, we pretty much copied there's. those fees that are proposed on our schedule should be the same as Hamilton.

Councilmember Devlin: after our last meeting I was trying to figure out a comparison. Perception is that we are recharging for a service that they are already paying for through taxes and what not. A federal or state park we have to pay those fees. If you don't want to pay for it then don't use it.

Mayor Dewey: we don't like to increase fees, but the fees that we are charging are above and beyond what a normal government provides.

Councilmember Ludington: I agree, and I also think that the reverse of this is when there is a fee there is an expectation. We have placed upon our selves these fees and when you want to use the park or have something done and we are prepared to do that. We can't say we don't have anybody to do that.

Mayor Dewey: any thing further from council? Public comment?

Victoria Howell: gave comment on the funds that were raised by the Civic Club and would like to invest in the stages and the power panels. We would like to invest in the town by fixing these items.

Councilmember Devlin: the civic club possibly owns both stages? Does the town house them?

Mayor Dewey: they are stored on our property at the sewer plant and because we store them, we often get called to move them.

Councilmember Devlin: that was my question. So civic club is responsible for the maintenance of it?

Victoria Howell: I think that it is important to point out. (Not at the microphone when speaking unable to hear full comment)

Mayor Dewey: any further public comment? Any further council discussion. Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: that motion passes.

## 11. New Business

a. Discussion/Decision: Lease Agreement with Dustin Cumming for Lot 3, Block 2 of the Stevensville Airport

Mayor Dewey: introduced new business item (a.) this is actually a transfer of a lease. We have documentation for that transfer.

Councilmember Ludington: make a motion to approve.

Councilmember Wandler: 2<sup>nd</sup>.

Mayor Dewey: it has been moved by Mr. Ludington and 2<sup>nd</sup> by Ms. Wandler. Council discussion? Public comment? Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: that passes. We will get that prepared for signatures.

Craig Thomas: (Not at the microphone when speaking unable to hear full comment)

Mayor Dewey: change to 3500?

Craig Thomas: gave comment to the size change.

b. Discussion/Decision: Contract with Cote & Associates for AFR Preparation and Financial Statement Preparation Services

Mayor Dewey: introduced new business (b). administration recommends approval.

Councilmember Devlin: make a motion to approve.

Councilmember Ludington: 2<sup>nd</sup>.

Mayor Dewey: it has been moved by Ms. Devlin and 2<sup>nd</sup> by Mr. Ludington. Council discussion?

Councilmember Ludington: option to do additional work? Can you speak to that?

Mayor Dewey: do you remember when there was a conversation about attest services when auditors did their entry they asked if it was going to me or Wendi, I think that is what she is referring to, she can't independently attest to our accounting because she has her hands on it. So, she is not comfortable doing that. Any further council comment? Public comment? Hearing none we will call for the vote.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes.

c. Discussion/Decision: Resolution No. 492, Approving a petition to annex and annexing land into the Town of Stevensville

Mayor Dewey: introduced new business item (c.) walked the council through the petition and explained Montana law about review and approving this all at once.

Councilmember Allen: make a motion.

Councilmember Devlin: 2<sup>nd</sup>.

Mayor Dewey: it has been moved by Ms. Allen and 2<sup>nd</sup> by Ms. Devlin. Council discussion?

Councilmember Ludington: I looked this over and trying to put this together. We are going to have to do some more work with the public and surrounding homeowners to decide on what zoning to do.

Mayor Dewey: zoning is currently R-1 or R-2. You get to pick and run with what you want to do. We decided to leave it R-1 or R-2 and have the planning and zoning address this. It is my understanding that he does have plans to develop some type of multi family housing at that property.

Councilmember Allen: building 4, 4-plex apartments is what he is building?

Mayor Dewey: that is what he is proposing but it has not been reviewed by a permitting standard.

Councilmember Ludington: this property does butt up against the Dayton Addition, 7<sup>th</sup> and 8<sup>th</sup> Street. Those people at the end of those streets are going to be impacted.

Mayor Dewey: Any further council discussion? Public comment? Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler:

Mayor Dewey: motion passes unanimously

d. Discussion/Decision: Resolution No. 493, Declaring the second Monday of October as Indigenous Peoples' Day in the Town of Stevensville and encouraging other institutions to recognize this day in honor of the indigenous people who traditionally lived in the area

Mayor Dewey: introduced new business item (d.) I think that the resolution speaks for itself.

Councilmember Devlin: make a motion to approve.

Councilmember Allen: 2<sup>nd</sup>

Mayor Dewey: it has been moved by Ms. Devlin and 2<sup>nd</sup> by Ms. Allen. Council discussion? Public comment? Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes.

e. Discussion/Decision: Resolution No. 494, Amending the wages and compensation of elected and appointed officers and all employees of the Town of Stevensville for Fiscal Year 2021-2022 and establishing an effective date for wages and compensation

Mayor Dewey: introduced new business item (e.) misunderstanding between Chief Motley and the administration. We are adjusting to the original honorarium.

Councilmember Ludington: make a motion to approve.

Councilmember Devlin: 2<sup>nd</sup>.

Mayor Dewey: it has been moved by Mr. Ludington and 2<sup>nd</sup> by Ms. Devlin. Council discussion?

Councilmember Devlin: I just want to thank you for doing this. When we were going through our budget meeting, we were discussing how everyone in the organization is important.

Mayor Dewey: further council discussion? Public comment? Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes.

f. Discussion/Decision: Resolution No. 495, Authorizing the sale of 6.47 acres of Town owned land/property in the Home Acres Orchard No. 3 Subdivision

Mayor Dewey: introduced new business item (f.) this is the initial stages of a process that the town council is taking to surplus this property. It has not been the towns gravel pit for a long time, we use a higher quality. This is a time for the public to weigh in and the council to make a decision to move forward.

Councilmember Ludington: being that it says in the resolution 6.47 acres and in the legal description it says containing 5 acres more or less. We will probably be going to need to do a survey and a pin location.

Mayor Dewey: correct we will have it surveyed. There is some dispute in the legal description.

Councilmember Ludington: I can tell you that it will be more than \$23.00

Mayor Dewey: we had an area at Father Ravalli Park recently surveyed and it cost us about \$250.00 to set a few pins.

Councilmember Allen: make a motion.

Councilmember Ludington: 2<sup>nd</sup>.

Mayor Dewey: it has been moved by Ms. Allen and 2<sup>nd</sup> by Mr. Ludington. Council discussion?

Councilmember Wandler: it is my understanding that we are authorizing you to sell the property?

Mayor Dewey: you are authorizing the administration to move forward to get someone to buy it. When there is an offer, we will come back to the council and see if you are okay with it.

Councilmember Wandler: I spoke to someone about this property, and I was told that the gravel was very poor.

Mayor Dewey: poor quality. When I spoke with George Thomas about 2-3 years ago, he said that he had never used the gravel off that property in the 30 years he was here.

Councilmember Ludington: back when I was on council in the early 2000, we also went through a sale of a piece of property over by the Bass Mansion and also did this through a resolution.

Councilmember Delvin: I think that the confusion for us as well as the public is where it says authorizing the sale, we are authorizing putting it up for sale.

Councilmember Ludington: I think that the council has the ability to earmark where the funds should go besides the general fund. And that could happen at the time of the sale or the agreement, we can say where we want to put the money or what we want to use it for.

Mayor Dewey: that is a great point, by default it will be general fund funds unless you state differently. You can put it across many funds if you want. Any further council discussion? Public comment? Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: that motion passes.

g. Discussion/Decision: Resolution No. 496, Requesting distribution of Bridge and Road Safety and Accountability Program funds for the fiscal year 2021-2022

Mayor Dewey: introduced new business item (g.) I think that we are looking at around \$40,000, to use some of these funds to work on Spring Street.

Councilmember Ludington: with the correction of 2019-2020 changed to 2021-2022 I will make a motion to approve.

Councilmember Wandler: 2<sup>nd</sup>.

Mayor Dewey: it has been moved by Mr. Ludington and 2<sup>nd</sup> by Ms. Wandler, council discussion? Public comment? Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes.

## 12. Executive Report

Mayor Dewey gave his report about our water billing system and the cost. It is not costing us more money; in fact, it is resulting in a cost savings for the town. The reason that we switched was to save money. Leagues of Cities and Towns has gone virtual. So, Wendi and I will be attending that virtually, the National League has also been moved to virtual. So, no traveling. If there are educational opportunities that the council would like to do let me know.

Councilmember Wandler: I don't think that everybody knows that you can go paperless.

Mayor Dewey: we are going to try to do a push and get that information out to the public. The last thing is that you can expect a revised engineering report at the end of October. One thing might be moving meters out of crawl spaces and if it is leaking than we can tell. If the council approves that direction, we will bring forward some information about an insurance plan for homeowners.

## 13. Town Council Comments

Councilmember Devlin: one good thing to mention is to talk about yard debris on October 4<sup>th</sup> at Lewis & Clark Park.

Mayor Dewey: yes. We will not be picking up around town, if you need help with taking your yard debris you can call town hall and ask for help.

Councilmember Delvin: so, I want to clarify, if someone can't do this, they can get help.

Mayor Dewey: yes, we have youth groups and churches that are willing to help out.

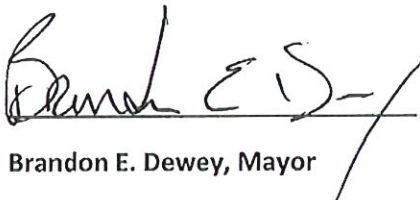
#### 14. Board Reports

Councilmember Ludington: Planning and Zoning Board met last night. We are getting through the subdivision regulations with considerable help from Mr. Chilcott. You will also see an agenda item come forth for a request to look for someone to help us update the growth policy that was last updated in 2016. We will also put forth a request to get help with a master streets plan. We have 4 we could use a couple more members on that board, it is important work. We have a work plan and are trying to work through it as best as we can.

Councilmember Wandler: met with the airport board, they did not have a quorum, so they were not able to talk about anything. There is a plan for one of the other hangers they want to add a 5x10 slab and a 5x6 slab for their heating and cooling facilities. The Cummings that are going to by that lease are going to be an asset to the community.

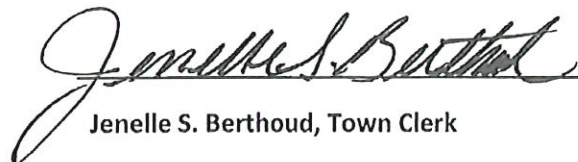
#### 15. Adjournment

APPROVE:



Brandon E. Dewey, Mayor

ATTEST:



Jenelle S. Berthoud, Town Clerk

From: James V. Crews  
316 9<sup>th</sup> St.  
Stevensville, Montana  
59870

9-22-21

To: The Stevensville Town Council  
206 Buck Street  
Stevensville, Montana  
59870

Subject: Resolution 495

Members of the Town Council,

The mayor has placed on the Agenda, item 11.F of New Business.

I simply am not going to beat around the brush on this one. I am going to lay it out for you plain and clear.

There should be a hearing regarding this sale, in the full public view, with all the details of the potential sale exposed in public for all to see and hear with public comment before you make a decision to sell this property.

1. The mayor does not have the authority to designate any town property as surplus. That is a job for the council. You cannot empower the mayor to do that job. **State law clearly states that it is your job. He may merely recommend to the council such action.**

7-8-4201. Disposal or lease of municipal property -- election. (1) Subject to the provisions of subsection (2), the city or town council may sell, dispose of, donate, or lease any property belonging to the city or town.

(2) (a) Except for property described in subsection (3), the lease, donation, or transfer must be made by an ordinance or resolution passed by a two-thirds vote of all members of the council.

**Based upon subsection (2), it is the Town Council that may sell, property belonging to the town.**

**Not the Mayor.**

The council makes the decision at an open council meeting in full view of the public, with full disclosure as to the condition of the sale and you document the council decision by resolution. You also need determine how any monies generated by the sale of the public property will be utilized.

*By the way, how is the money going to be used from this potential sale?*

*Were there discussions or meetings between the Mayor and Council prior to this resolution being drafted to discuss the selling of this property?*

*If so, where are the public notices for the meetings and minutes of the meetings, because I have seen none.*

**What is driving these two questions is the fact that someone, in the town government has made a decision with or without council knowledge to sell PUBLIC PROPERTY.**

## Why is there such sudden need to sell this property?

2. What the Mayor is trying to get you to do is empower him and/or the Town Staff with the ability and authority to sell off public property without following an approved Process. Such Process should include the following:

- The mayor and/or Staff should present a proposal to Town Council, which would be placed on the Council Agenda for Council Consideration thus providing for Citizens Right to Know and the Right to Participate. The mayor and/or Town Officers make the proposal to the Town Council stating that there is a need to raise revenue for some purpose, and that there is a method to do that. For example, sell the property on Willoughby.
- As of this writing, there has been no public meeting whereby such proposal has been presented to the Town Council. *If there was one, when and where did it take place?*
- Thus, it is assumed by this Citizen that this is a decision of the mayor and no one else.
- The Council should take the time to consider this proposal, potentially over several weeks as things need to be considered.  
Such as a written justification as to why the property should be sold.
- The Council should entertain written public comment on the idea of selling Citizen Owned Assets. **As the Citizens are the Town of Stevensville, the 4<sup>th</sup> part of the government, we have a right to know and participate in the process and you have an obligation under the Constitution of the State of Montana to see to it that those rights are protected.**

The Process should also include the following which is missing in the Mayor's Proposed Resolution 495.

- **Survey**-The Property must be surveyed so that the Town Council can be advised as to the exact acreage to be sold. This is necessary because the Deed only accounts for 5 acres, and in fact the mayor is advertising 6.47 acres within the proposed resolution. Without a proper up to date survey, and location of boundaries and their pins, you do not know what you are selling and thus cannot assign a value. **The deed is only for 5 acres.**

*Just in case you do not know, an acre is 43560 square feet.*

*The dimensions of the property are 330 feet on each side (East and West sides), 660 feet on the North side and an unknown footage on the County road, South side.*

*The deed specifically states 5 acres more or less.*

*330 feet x 660 feet = 217,800 sq ft.*

*217,800 sq ft ÷ 43,560 sq ft = 5 acres.*

*We know there is more than that, but how much exactly. Only a survey will tell for sure and you need to know the actual acreage to ascertain the true value.*

- **Appraisal**-Once you have in your hand a proper survey, you can request bids for 3 property appraisals so that you can determine estimated value of the property and decide the minimum bid that the town will accept on the property.

This will involve RFQ;s, allocation of funds for the appraisals. These have to be on a council agenda so that you can formally request bids, and those bids have to come in and be opened by the clerk in the presence of the council. Then they can be awarded.

- **Determination of the Properties Value**-Once you have the appraisals in hand, you can ascertain the minimum bid the town will accept on the property.
- **Advertise the sale via sealed bid**-At that point you can advertise the land for sale via sealed bid over a period of time.
- **Opening of Bids and award the purchase**-Once the bids come in, they should be opened at a council meeting and the high bidder is allowed to purchase the property.

This property has been used as the town's gravel pit for many, many years. I have been here for more than 22 years and its been used far longer than that. Having discussed the property with previous Town Council Members and a former Mayor, it was probably used and maintained for 40+ years for this purpose. Thus, there is a historical significance regarding the use of the land. Which may place it under § 7-8-4201(2)(b) MCA. You will need a legal opinion on that I suspect which must be made public for all to see.

- 7-8-4201(2)(b) Except for property acquired by tax deed or property described in subsection (3), if the property is held in trust for a specific purpose, the sale or lease must be approved by a majority vote of the electors of the municipality voting at an election called for that purpose. The election must be held in accordance with Title 13, chapter 1, part 4.

I believe that in order to sell this land you need to bring it before the electors for a decision. We had a similar event when I was Mayor, whereby I had to do the research, and I did right along side of the staff of the Bitterroot Star to prove that the River Park Property had been deemed to be a Park and thus could not be sold until approved by the Electors.

As this particular property has been in the possession of the town since legally purchased by the Town on the 31<sup>st</sup> of July, 1943 and has been used for the purpose of a gravel pit, there are likely to be records of the Town Council indicating that there was a decision made by the Town Council dedicating this property specifically as the Town's Gravel pit. I suggest that no further sale action be considered until such time as a thorough historical search has been completed to prove otherwise.

*Furthermore, the Mayor has unequivocally stated that that the property "has served its use for the Town of Stevensville's purposes and needs" and "the Town does not anticipate using said property at any time in the future."*

I suppose the mayor prefers to purchase gravel rather than to use the natural resource the town owns. There is nothing wrong at the gravel pit. I was just out there Sunday to look it over. I did however notice a pile of gravel on College, East side just South of 3rd St., for the sidewalk project over there. I am curious as to whether we paid for that gravel and if not, where did it originate.

- *Does the Mayor have the sole ability to predict the future needs of the Town?*
- *What analysis did the mayor prepare and deliver to the Council regarding his conclusion?*
- *Did anyone in Public Works submit a valid review of the sale for Council Consideration?*
- *Is there any documentation to support the mayor's claim?*

That gravel pit could be a very useful pit. With the appropriate authorizations, we can sell gravel to the community, county or state. It's a potential money-making, money saving resource for the town.

As it has been used as a pit and at one time if memory serves me I remember a discussion regarding the pit in that is may have been used as a shooting range at one time. **Is there a lead abatement issue we need to consider?**

This tax paying Citizen believes that there is no rush and no immediate need to sell this property.

Signed,

Jim Crews

Private American Citizen

Sec. 2-24. - Powers.

The mayor is the chief executive officer of the town, and has power:

(5)

To recommend to the council such measures connected with the public health, cleanliness, and ornament of the town, and the improvement of the government and finances, as he deems expedient.

7-5-4102. Powers and duties of mayor related to administration and executive function. (1) The mayor may:

- (a) communicate to the council, at the beginning of each session and more often if considered necessary, a statement of the affairs of the city or town, with recommendations that the mayor considers proper;
- (b) recommend to the council measures connected with the public health, cleanliness, and ornament of the city or town and the improvement of the government and finances that the mayor considers expedient;

Missoula Office  
3115 Russell Street • PO Box 1750 • Missoula, Montana 59806  
406-728-1880 • fax 406-728-0276  
www.pcimissoula.com

Hamilton Office  
170 South 2<sup>nd</sup> St. Suite C • Hamilton, Montana 59840  
406-363-1201 • fax 406-363-1215

March 11, 2026

Jenelle Berthoud  
Town Clerck  
Town of Stevensville  
206 Buck Street  
Stevensville, MT 59870

RE: Wagon Wheel Townhomes

Dear Jenelle:

I am writing to request a zoning compliance permit from the Town of Stevensville for The Wagon Wheel Townhomes. These are the Townhomes Norm Nisley is building on Park Street. I am attaching a request Zoning form review form, a parcel map, a town home exhibit, a set of approved civil plans, and the plan approval letter from HDR.

If you or Mayor Crews have any question, please call me at 406-728-1880, or email at [jeffc@pcimontana.com](mailto:jeffc@pcimontana.com).

Respectfully,

A handwritten signature in black ink that reads "Jeffery Cyr".

Jeff Cyr, Project Manager

# Request for Zoning Verification or Director's Interpretation

Fee: Zoning Verification: \$150 per parcel  
 Director's Interpretation: \$250



**Town of Stevensville**  
**Community Development Department**  
 206 Buck Street Stevensville, MT 59870  
 (406) 777-5271 • [www.townofstevensville.com](http://www.townofstevensville.com)

|                               |                                |              |  |
|-------------------------------|--------------------------------|--------------|--|
| Person/Company Making Request | Jeff Cyr                       | Case Number: |  |
| Phone/Cell Phone              | 406-7281880                    | Date Rec'd:  |  |
| Mailing Address*              | PO Box 1750, Missoula Mt 59806 | Fee Rec'd:   |  |
| Email Address*                | jeffc@pcimontana.com           | Initials:    |  |

\*Once completed, the letter will be sent to both the mailing address and the email address.

|                  |                      |
|------------------|----------------------|
| Property Address | 609 Park Street      |
| Parcel Number(s) | 1764-26-3-01-56-0000 |

Letter Requested  Zoning Verification  Director's Interpretation

**Zoning Verification Information**

A Standard Zoning Verification Letter contains the following information. This information will be obtained from existing City records. City Staff does not conduct property inspections as part of this process.

- Current zoning of the property and a copy of the applicable zoning regulations from the Stevensville Development Code
- Zoning of the surrounding properties
- Any overlay districts applicable to the property
- Certificate of Occupancy for the current use of the property
- Active applications for the property
- Any known zoning, building, or code enforcement violations on the property

Please attach a description of any additional information you are requesting. City Staff will address any additional requested information to the best of their ability but cannot guarantee that additional information requested by the applicant will be provided.

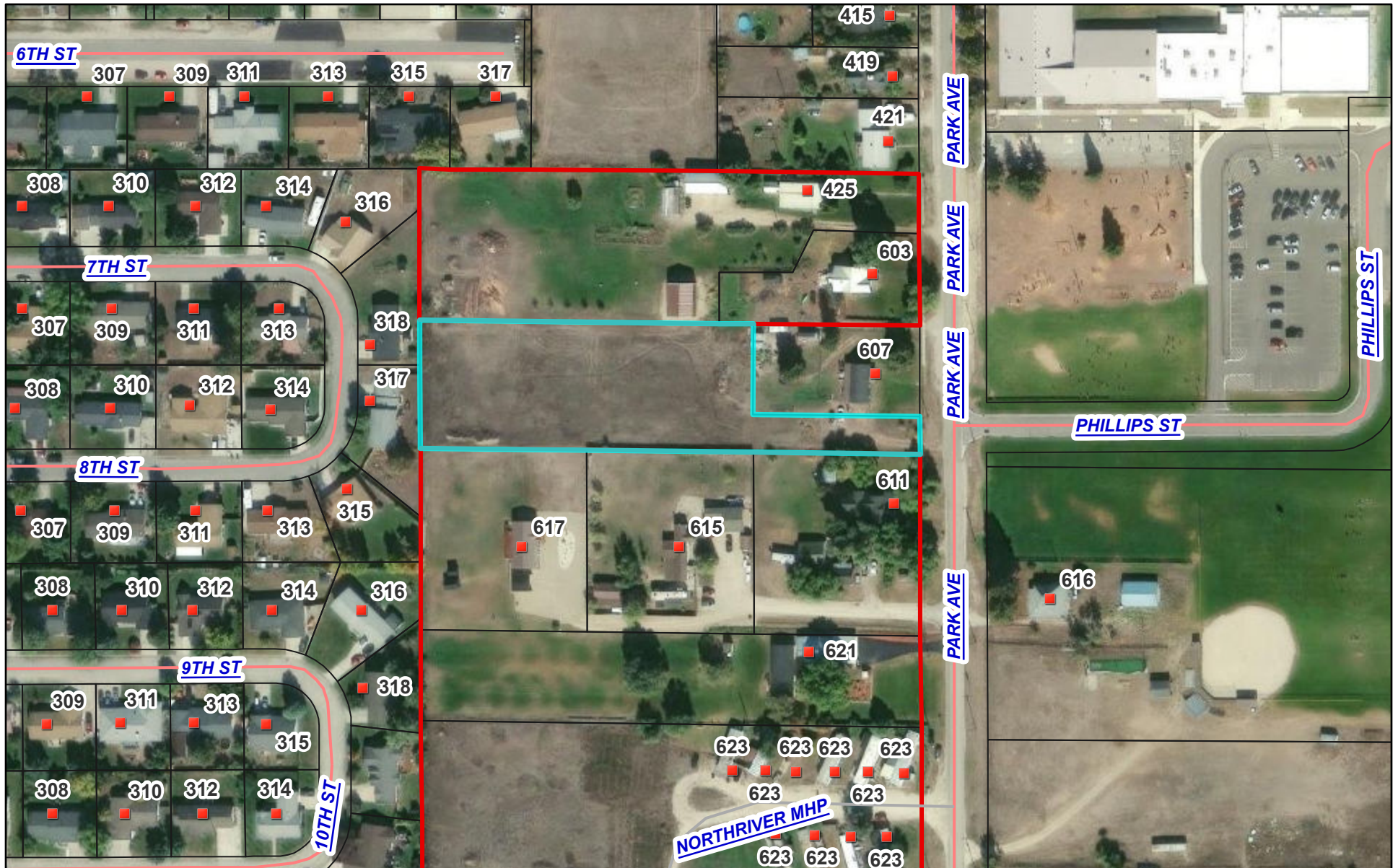
**Director's Interpretation**

Please attach a detailed description of the request, including the applicable code section(s), issue(s) trying to be resolved, and/or any background information that may assist the Director in making an interpretation.

The information provided by the Town of Stevensville in response to a Request for Zoning Verification is a public service and is believed to be accurate. The Town of Stevensville assumes no liability for errors and omissions. All information will be obtained from public records, which may be inspected during regular business hours. Copies of any information beyond the items listed under the Standard Zoning Verification Letter items can be obtained for an additional fee.

| FOR OFFICE USE ONLY  |              |
|----------------------|--------------|
| Date Received:       | Assigned To: |
| Date Completed:      | Initial:     |
| Date Mailed/Emailed: | Initial:     |
| Notes:               |              |

# Map O' Parcels



3/11/2026

Addresses

Field-Checked Address

Roads

CITY STREET

Other

Municipalities

Land\_Parcels



Postal Districts

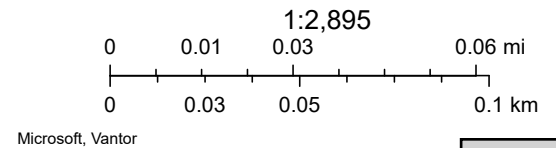
Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

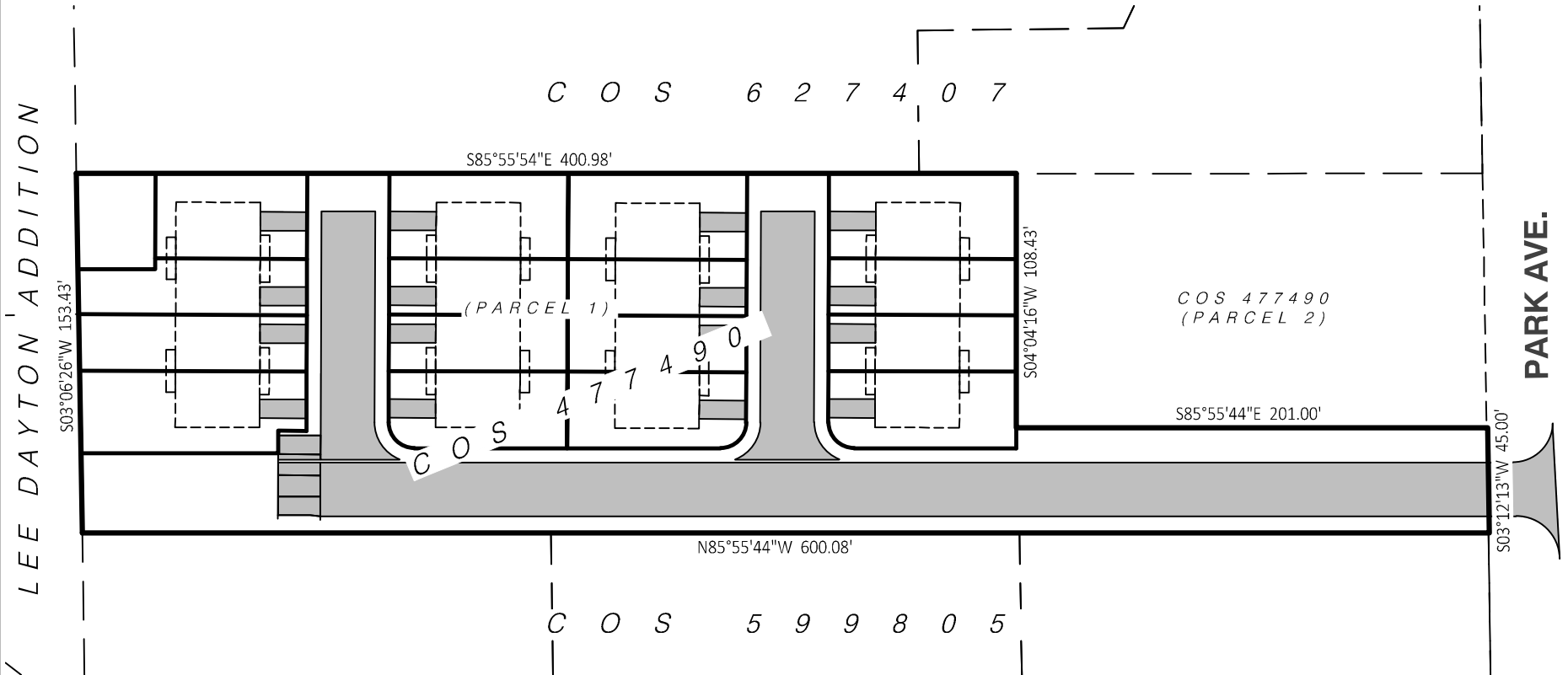
Citations

60cm Resolution Metadata



# WAGON WHEEL TOWNHOMES

LOCATED IN SECTION 26, T.9N., R.20W., P.M.M.,  
RAVALLI COUNTY, MONTANA



AUG. 1, 2025

PREPARED AT THE REQUEST OF: NORM NISLEY  
PCI PROJECT: 9263-22

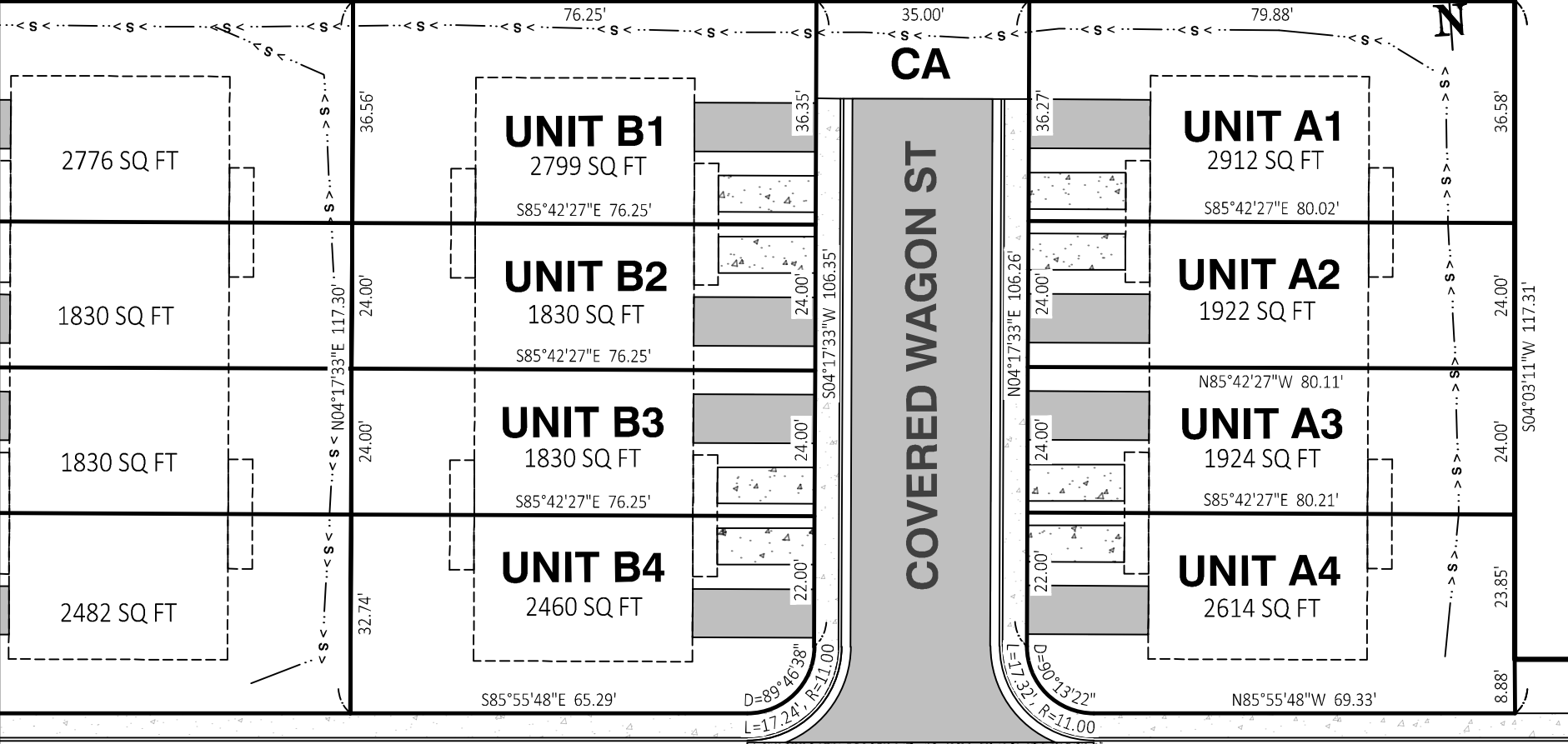
SHEET

- Page 34 -





S85°55'54"E 400.98'



2776 SQ FT

1830 SQ FT

1830 SQ FT

2482 SQ FT

**UNIT B1**  
2799 SQ FT  
S85°42'27"E 76.25'

**UNIT B2**  
1830 SQ FT  
S85°42'27"E 76.25'

**UNIT B3**  
1830 SQ FT  
S85°42'27"E 76.25'

**UNIT B4**  
2460 SQ FT  
S85°55'48"E 65.29'

**UNIT A1**  
2912 SQ FT  
S85°42'27"E 80.02'

**UNIT A2**  
1922 SQ FT  
N85°42'27"W 80.11'

**UNIT A3**  
1924 SQ FT  
S85°42'27"E 80.21'

**UNIT A4**  
2614 SQ FT  
N85°55'48"W 69.33'

CA

COVERED WAGON ST

WAGON WHEEL DR

CA

S85°55'44"E 600.08'

PREPARED AT THE REQUEST OF: NORM NISLEY  
PCI PROJECT: 9263-22

AUG. 1, 2025

SHEET - Page 36 -



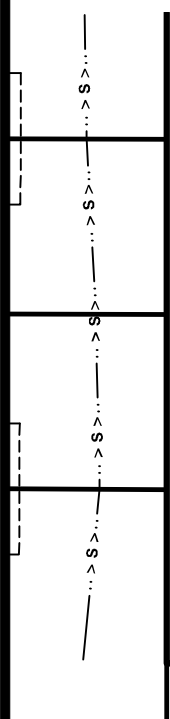
**LEGAL DESCRIPTION**

PARCEL 1 OF CERTIFICATE OF SURVEY NO. 777185-F, RECORDS OF RAVALLI COUNTY, LOCATED IN THE SW1/4 OF SECTION 26, T9N, R20W, PMM, RAVALLI COUNTY, MONTANA, CONTAINING 1.61 ACRES.

PREPARED UNDER MY SUPERVISION ON AUGUST 1, 2025.

TOBY DUMONT, PLS

MONTANA REGISTRATION NO. 12671S



S04°03'11"W 117.31'

N85°55'44"W 201.00'

CA

WAGON WHEEL DR

CA

S03°12'13"W 45.00'

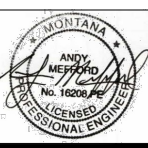
PARK AVE.

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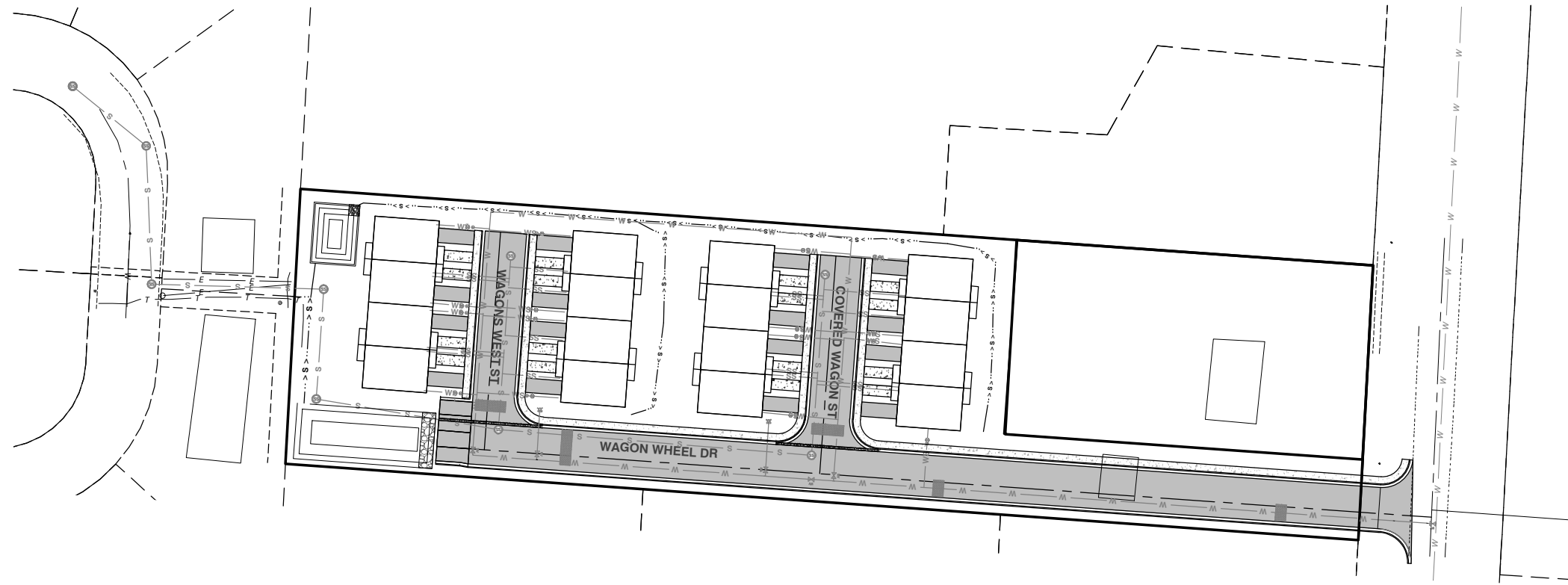
# 607 PARK STREET TOWNHOUSES

## GRADING AND DRAINAGE CONSTRUCTION PLANS

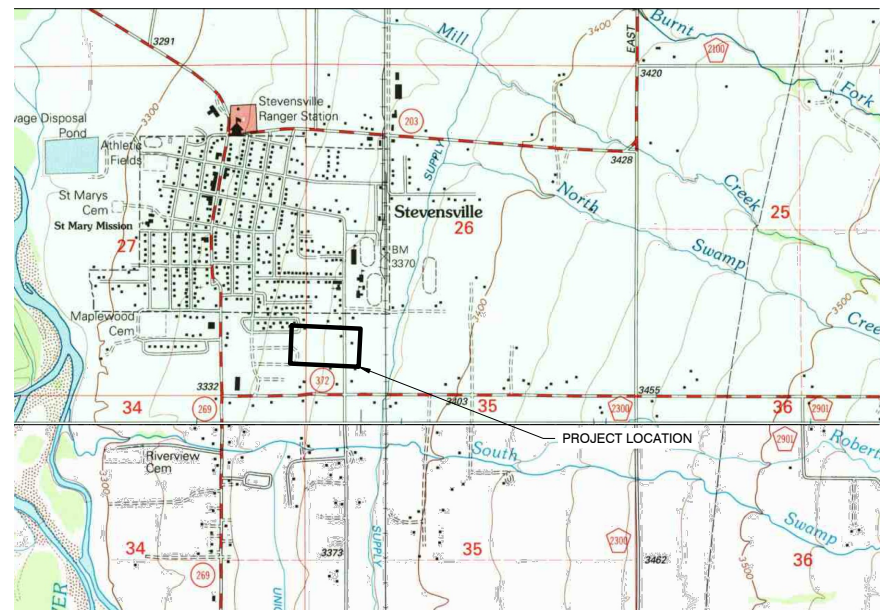
S26, T 09N, R 20W, ACRES 2.12 IN NW SW SW PARCEL 1 OF CS # 777185-F



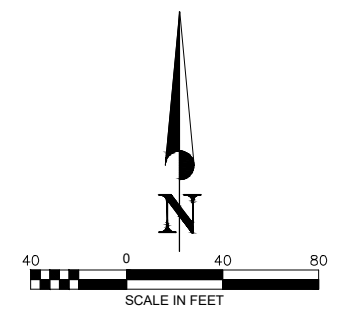
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| PROJECT # | 9263-22 |
| DRAWN     | MS      |
| CHECKED   | JC      |
| REVISION  |         |
| REVISION  |         |
| REVISION  |         |
| REVISION  |         |
| REVISION  |         |
| REVISION  |         |



| Sheet List   |                                    |
|--------------|------------------------------------|
| Sheet Number | Sheet Title                        |
| C1.0         | COVER                              |
| C1.1         | EXISTING CONDITIONS                |
| C2.0         | CONSTRUCTION DETAILS               |
| C3.0         | WAGON WHEEL DRIVE                  |
| C4.0         | COVERED WAGON AND WAGONS WHEEL     |
| C5.0         | SITE GRADING                       |
| C5.1         | SWALE 1                            |
| C5.2         | SWALE 2                            |
| C5.3         | STORM POINTS                       |
| C6.0         | STORM BASINS                       |
| C7.0         | LIGHTING PLAN                      |
| C8.0         | SIGNAGE PLAN                       |
| C9.0         | WAGON WHEEL TO EX. SEWER           |
| C10.0        | COVERED & WAGONS SEWER             |
| C11.0        | WAGON WHEEL WATER                  |
| C12.0        | COVERED WAGON & WAGONS WEST WATER  |
| C12.1        | COVERED WAGON TO WAGONS WEST WATER |
| C13.0        | DETAILS 1                          |
| C14.0        | DETAILS 2                          |
| C15.0        | DETAILS 3                          |
| C16.0        | DETAILS 4                          |
| C17.0        | DETAILS 5                          |
| C18.0        | DETAILS 6                          |



CALL UTILITY NOTIFICATION  
CENTER OF MONTANA  
**1-800-424-5555**  
CALL FOR THE MARKING OF  
UNDERGROUND UTILITIES  
**2 BUSINESS DAYS BEFORE**  
YOU DIG, GRADE, OR EXCAVATE



HORIZONTAL DATUM:  
MONTANA 2500 STATE PLANE COORDINATE SYSTEM  
NAD83(2011)(EPOCH:2010) @ GROUND  
INTERNATIONAL FEET  
VERTICAL DATUM:  
NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88)

**NORMAN NISLEY**  
**GD&R CONSTRUCTION PLANS**  
STEVENSVILLE, MT      RAVALLI COUNTY

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170 S. 2ND ST. SUITE C  
315 RUSSELL ST. PO BOX 1750  
STEVENSVILLE, MT 59701  
PHONE 406-363-3201  
PHONE 406-728-1800  
FAX 406-363-3215  
FAX 406-728-1276

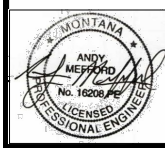
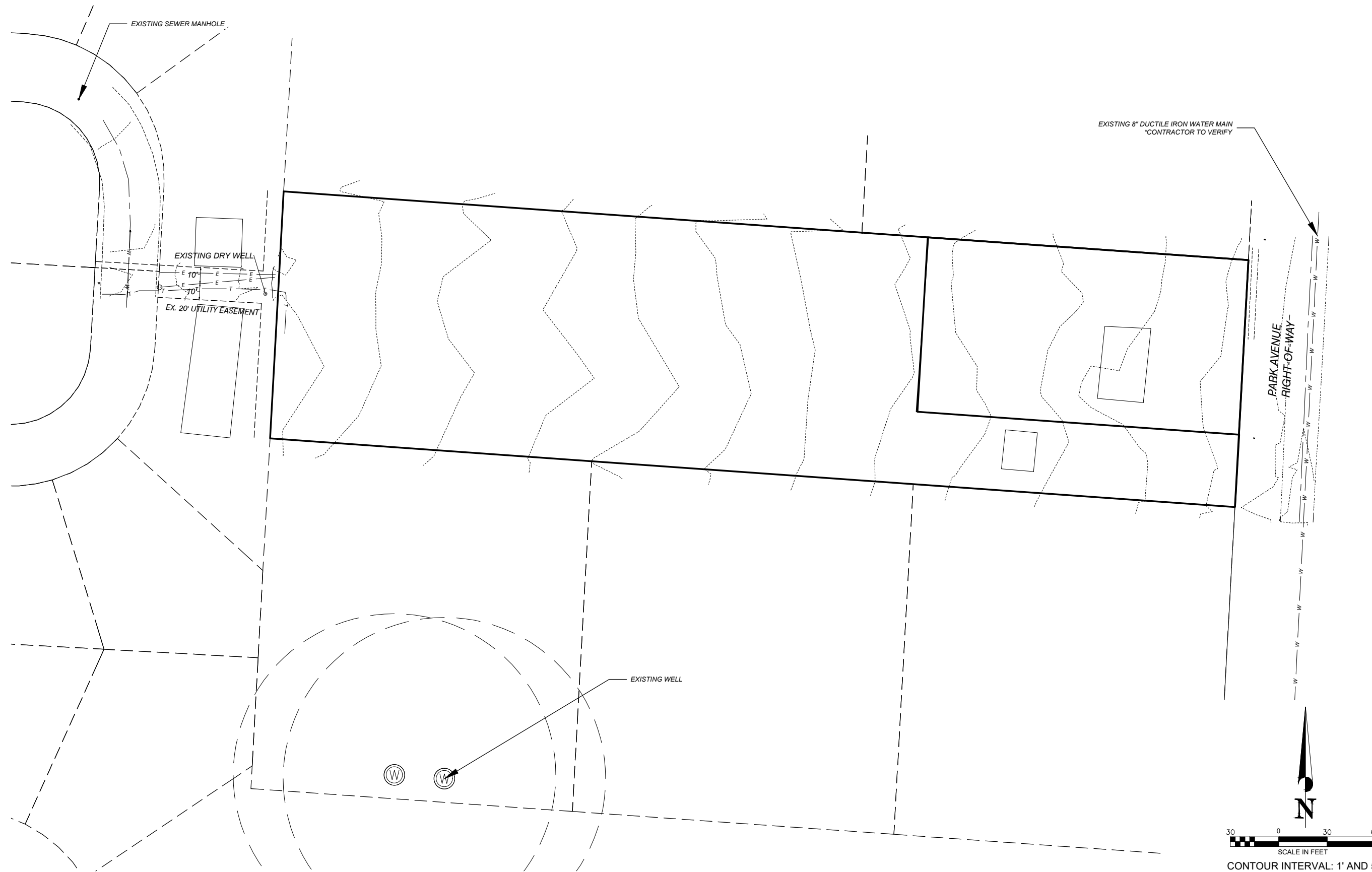
Jul. 31, 25

COVER

**C1.0**

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# EXISTING CONDITIONS



PROJECT # 19263-22

|           |    |
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| DRWN:     | MS |
| CHECKED:  | JC |
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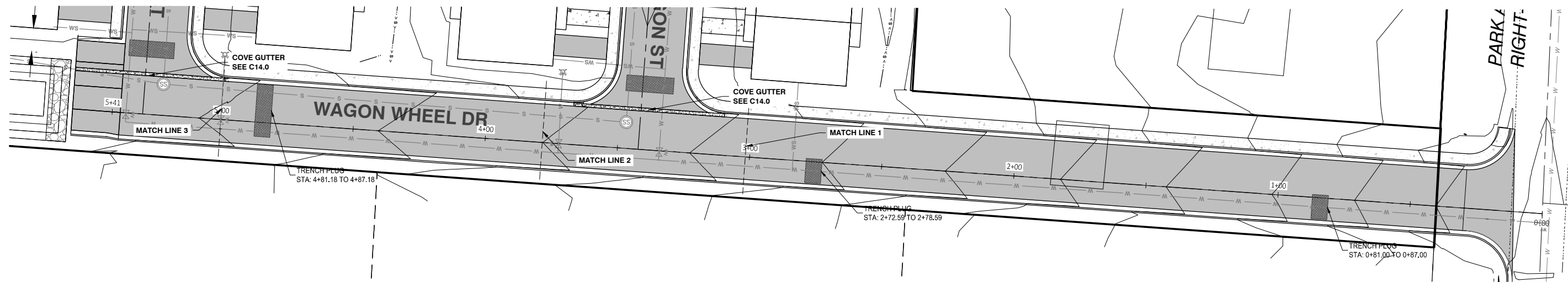
**Professional Consultants Inc.**  
 Engineers, Surveyors, Planners, Inspectors  
 315 RUSSELL ST., PO BOX 1750  
 STEVENSVILLE, MT 59801  
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 FAX 406-728-0276

Jul. 31, 25  
 EXISTING  
 COND.

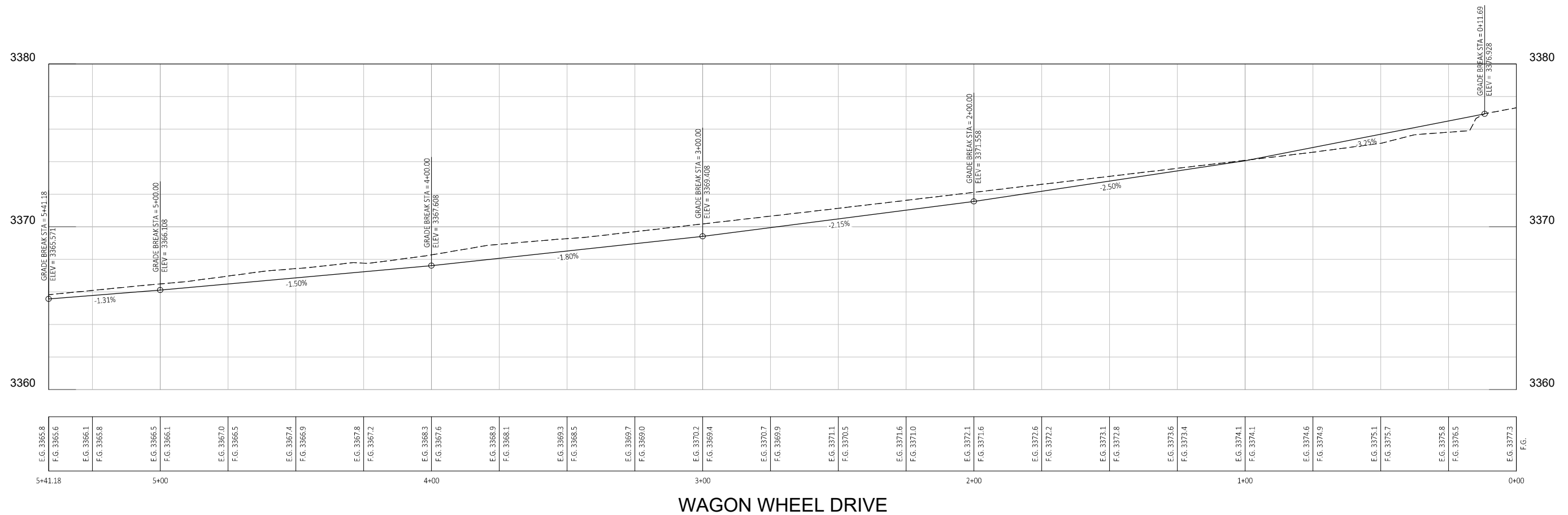
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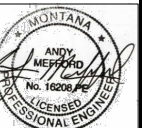


**PLAN VIEW: WAGON WHEEL DRIVE**



**WAGON WHEEL DRIVE**

**HORIZONTAL SCALE: 1" = 20'**  
**VERTICAL SCALE: 1" = 5'**



|           |         |
|-----------|---------|
| PROJECT # | 9263-22 |
| DRAWN     | MS      |
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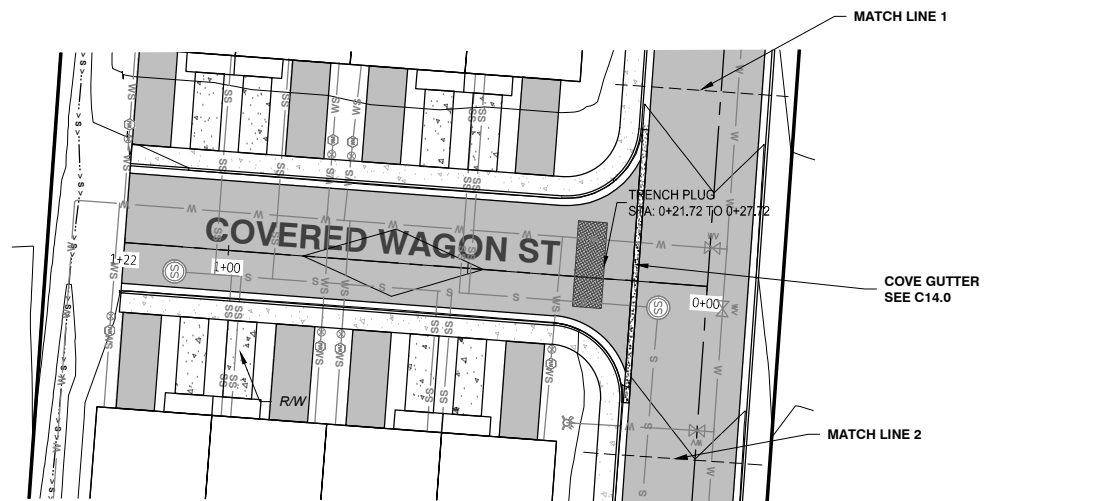
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 315 RUSSELL ST., PO BOX 1750  
 STEVENSVILLE, MT 59701  
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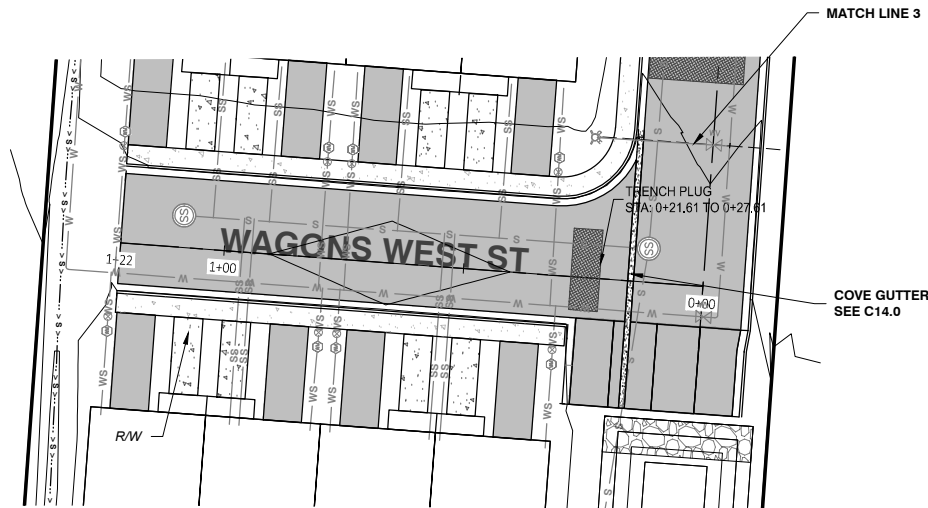
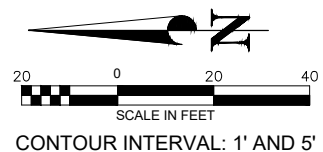
**WAGON WHEEL P&P**

**C3.0**

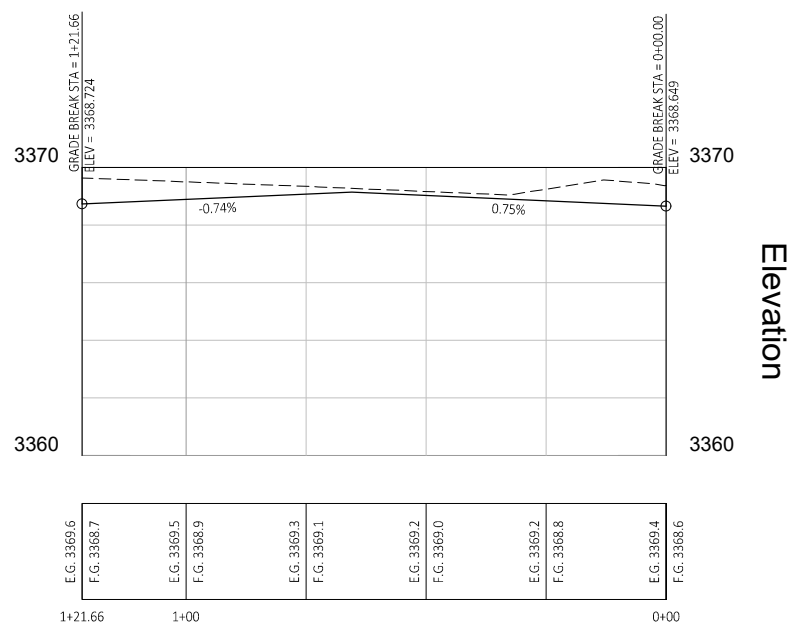
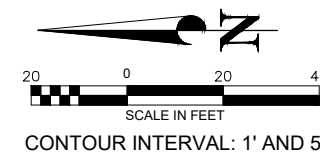
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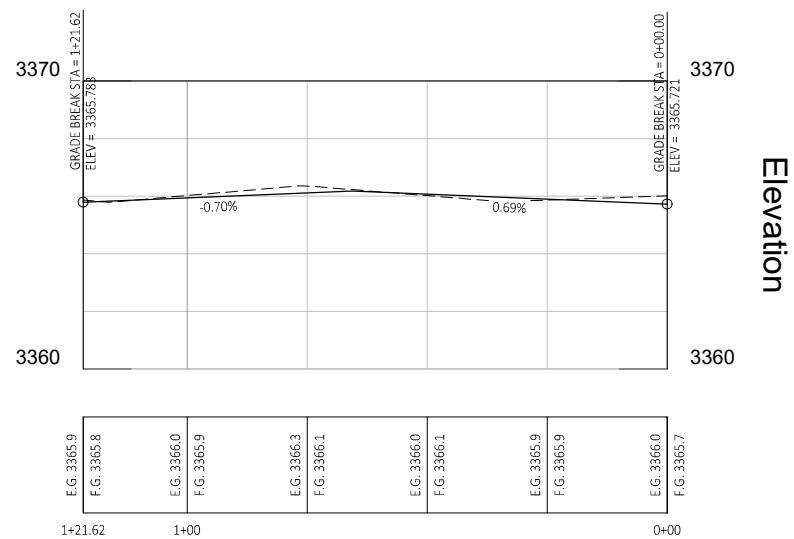
**PLAN VIEW:  
COVERED WAGON STREET**



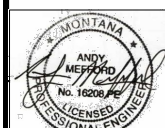
**PLAN VIEW:  
WAGONS WEST STREET**



**COVERED WAGON STREET**  
HORIZONTAL SCALE: 1" = 20'  
VERTICAL SCALE: 1" = 5'



**WAGONS WEST DRIVE**  
HORIZONTAL SCALE: 1" = 20'  
VERTICAL SCALE: 1" = 5'



PROJECT # 19263-22

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| DRAWN: MS | CHECKED: JC |
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RAVALLI COUNTY

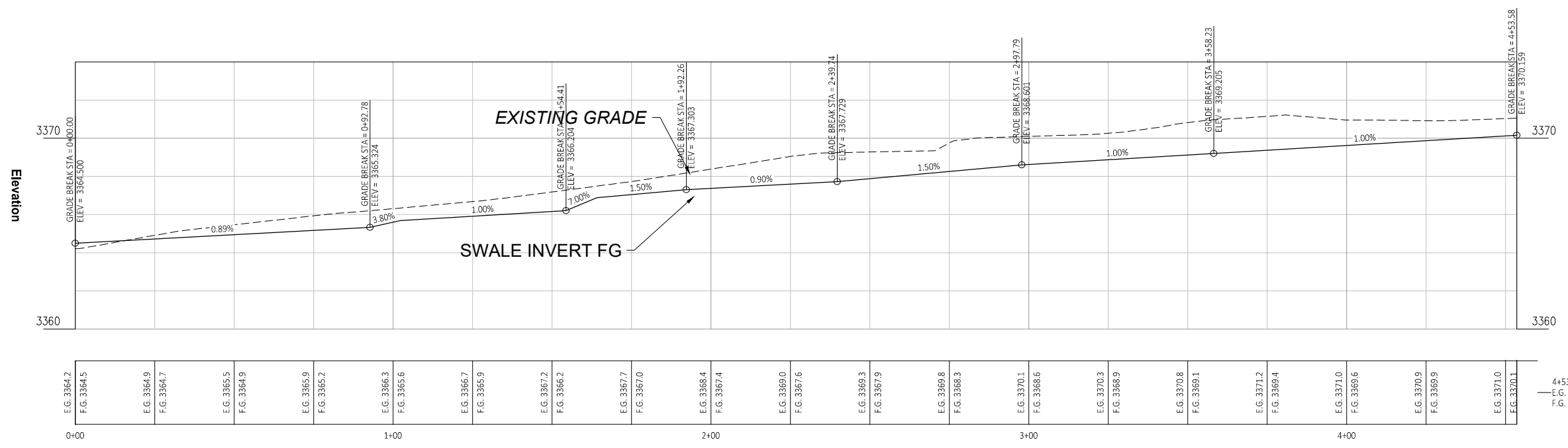
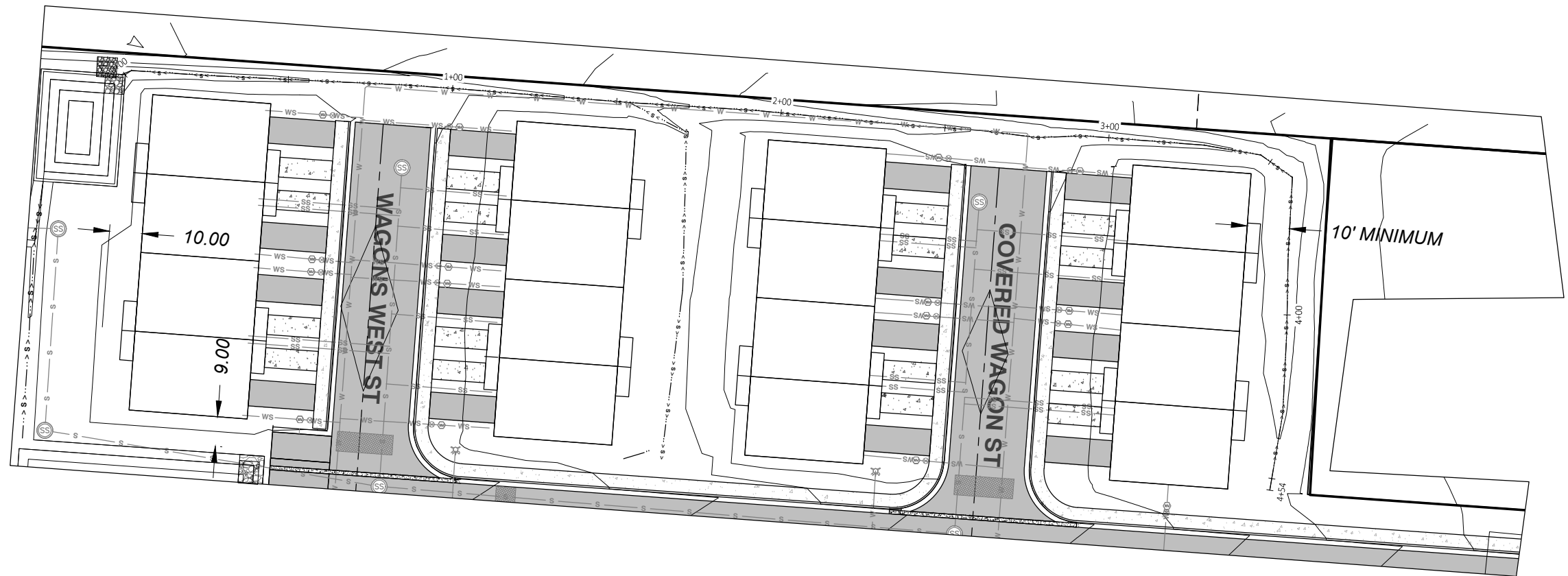
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170 S. 2ND ST. SUITE C  
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FAX 406-363-1215

Jul. 31, 25  
**COVERED & WAGONS P&P**

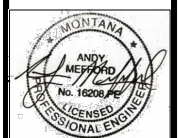
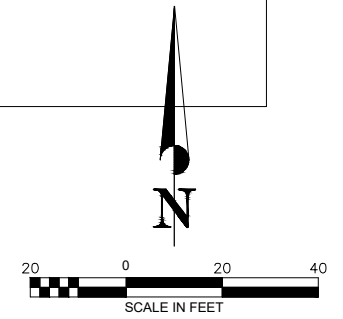
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SWALE - 1  
**SITE GRADING  
 SWALE 1**



PROJECT # 19263-22

|           |             |
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| DRWN: MS  | CHECKED: JC |
| REVISION: | REVISION:   |
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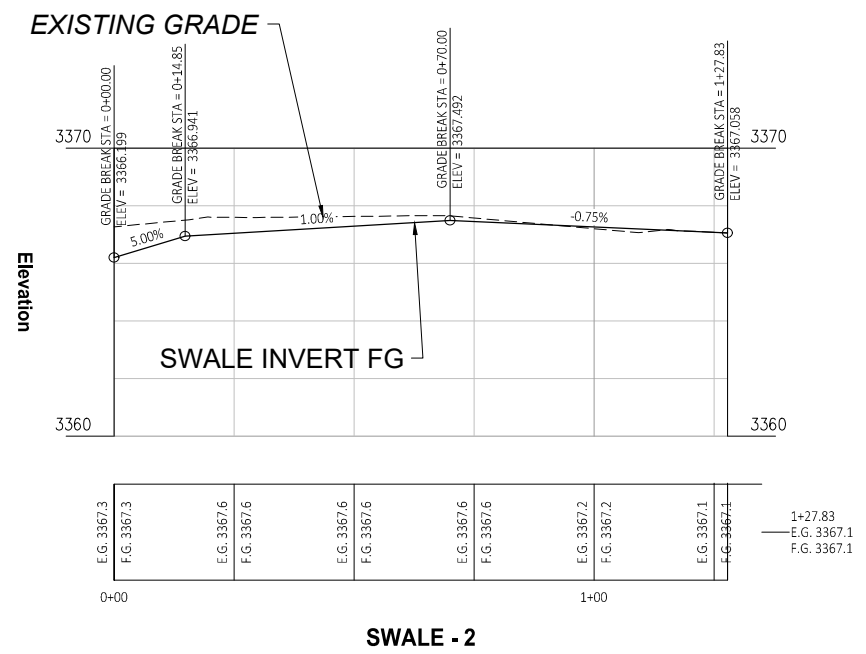
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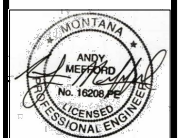
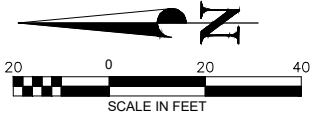
Jul. 31, 25  
**SWALE  
 PLAN &  
 PROFILE**

**C5.1**

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**SITE GRADING  
SWALE 2**



PROJECT # 19263-22

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| DESIGNED | MS | CHECKED  | JC |
| REVISION |    | REVISION |    |
| REVISION |    | REVISION |    |
| REVISION |    | REVISION |    |
| REVISION |    | REVISION |    |

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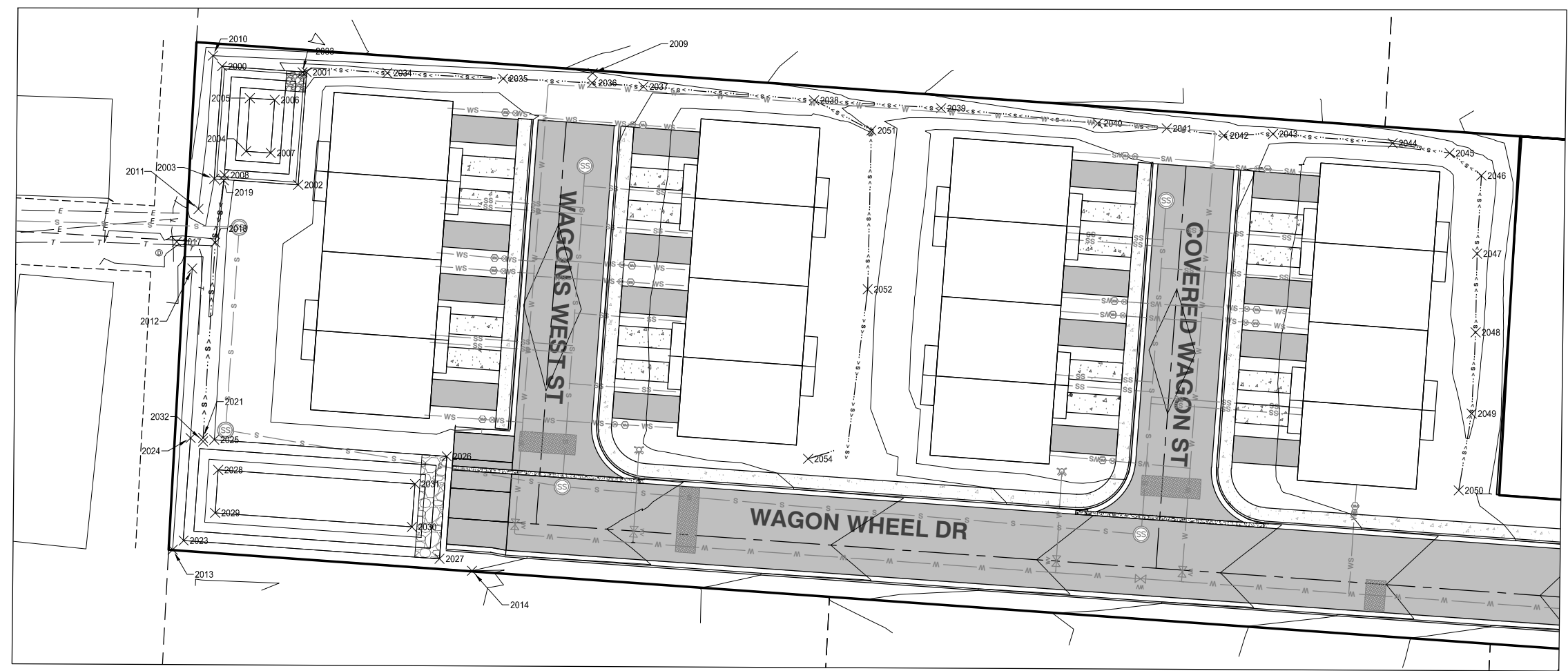
Jul. 31, 25  
**SWALE  
 PLAN &  
 PROFILE**

**C5.2**

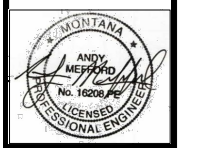
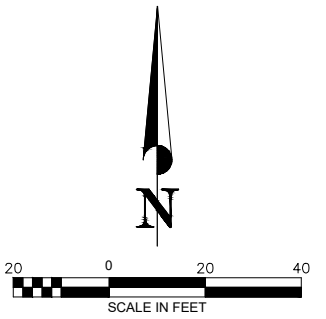
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| Point #     | Elevation | Northing  | Easting   | Description  |
| 2000        | 3365.00   | 855697.11 | 814492.98 | TOP FG       |
| 2001        | 3365.00   | 855695.31 | 814518.48 | TOP FG       |
| 2002        | 3365.00   | 855661.33 | 814515.93 | TOP FG       |
| 2003        | 3365.00   | 855663.17 | 814490.61 | TOP FG       |
| 2004        | 3362.00   | 855671.49 | 814500.21 | BOT FG       |
| 2005        | 3362.00   | 855687.50 | 814501.33 | BOT FG       |
| 2006        | 3362.00   | 855686.97 | 814508.83 | BOT FG       |
| 2007        | 3362.00   | 855670.96 | 814507.63 | BOT FG       |
| 2008        | 3364.67   | 855664.30 | 814493.66 | WEIR CREST   |
| 2009        | 3366.00   | 855695.04 | 814604.81 | BERM FG      |
| 2010        | 3366.00   | 855700.33 | 814490.20 | BERM FG      |
| 2011        | 3366.00   | 855654.03 | 814485.82 | BERM FG      |
| 2012        | 3366.00   | 855636.11 | 814483.97 | BERM FG      |
| 2013        | 3366.00   | 855551.27 | 814478.06 | BERM FG      |
| 2014        | 3366.00   | 855544.91 | 814568.39 | BERM FG      |
| 2017        | 3363.75   | 855644.18 | 814479.29 | SWALE INVERT |
| 2018        | 3363.85   | 855643.94 | 814490.91 | SWALE INVERT |
| 2019        | 3364.00   | 855662.66 | 814493.52 | SWALE INVERT |
| 2021        | 3364.25   | 855584.99 | 814487.25 | SWALE INVERT |
| 2023        | 3365.00   | 855554.04 | 814481.36 | TOP FG       |

| Point Table |           |           |           |                  |
|-------------|-----------|-----------|-----------|------------------|
| Point #     | Elevation | Northing  | Easting   | Description      |
| 2024        | 3365.00   | 855584.96 | 814483.47 | TOP FG           |
| 2025        | 3365.00   | 855584.46 | 814490.61 | TOP FG           |
| 2026        | 3365.00   | 855579.46 | 814560.78 | TOP FG           |
| 2027        | 3365.00   | 855548.54 | 814558.58 | TOP FG           |
| 2028        | 3362.00   | 855575.35 | 814491.81 | BOT FG           |
| 2029        | 3362.00   | 855562.39 | 814490.88 | BOT FG           |
| 2030        | 3362.00   | 855558.16 | 814550.24 | BOT FG           |
| 2031        | 3362.00   | 855571.12 | 814551.17 | BOT FG           |
| 2032        | 3364.75   | 855583.94 | 814487.22 | WEIR CREST       |
| 2033        | 3364.50   | 855695.31 | 814517.23 | SWALE - 1 INVERT |
| 2034        | 3364.73   | 855695.10 | 814542.86 | SWALE - 1 INVERT |
| 2035        | 3365.04   | 855693.41 | 814577.77 | SWALE - 1 INVERT |
| 2036        | 3365.27   | 855692.10 | 814604.65 | SWALE - 1 INVERT |
| 2037        | 3365.68   | 855691.00 | 814620.12 | SWALE - 1 INVERT |
| 2038        | 3366.20   | 855686.85 | 814671.61 | SWALE - 1 INVERT |
| 2039        | 3367.30   | 855684.48 | 814709.93 | SWALE - 1 INVERT |
| 2040        | 3367.73   | 855679.89 | 814757.18 | SWALE - 1 INVERT |
| 2041        | 3368.04   | 855678.40 | 814778.01 | SWALE - 1 INVERT |
| 2042        | 3368.30   | 855676.24 | 814795.26 | SWALE - 1 INVERT |
| 2043        | 3368.53   | 855676.70 | 814810.07 | SWALE - 1 INVERT |

| Point Table |           |           |           |                  |
|-------------|-----------|-----------|-----------|------------------|
| Point #     | Elevation | Northing  | Easting   | Description      |
| 2044        | 3368.91   | 855673.90 | 814846.17 | SWALE - 1 INVERT |
| 2045        | 3369.09   | 855670.91 | 814863.37 | SWALE - 1 INVERT |
| 2046        | 3369.21   | 855664.12 | 814872.96 | SWALE - 1 INVERT |
| 2047        | 3369.44   | 855640.57 | 814871.64 | SWALE - 1 INVERT |
| 2048        | 3369.68   | 855616.85 | 814871.21 | SWALE - 1 INVERT |
| 2049        | 3369.92   | 855592.33 | 814870.00 | SWALE - 1 INVERT |
| 2050        | 3370.52   | 855569.17 | 814866.10 | SWALE - 1 INVERT |
| 2051        | 3366.94   | 855677.75 | 814688.89 | SWALE - 2 INVERT |
| 2052        | 3367.49   | 855629.86 | 814687.77 | SWALE - 2 INVERT |
| 2054        | 3367.06   | 855578.69 | 814669.80 | SWALE - 2 INVERT |



**SITE GRADING**



|           |         |
|-----------|---------|
| PROJECT # | 9263-22 |
| DRAWN     | MS      |
| CHECKED   | AC      |
| REVISION  |         |
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| REVISION  |         |

**NORMAN NISLEY**  
**GD&R CONSTRUCTION PLANS**  
 STEVENSVILLE, MT  
 RAVALLI COUNTY

**Professional Consultants Inc.**  
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 315 RUSSELL ST., PO BOX 1750  
 STEVENSVILLE, MONTANA 59701  
 PHONE 406-728-1800  
 FAX 406-728-1276

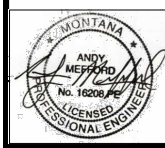
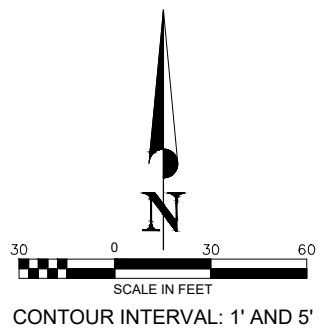
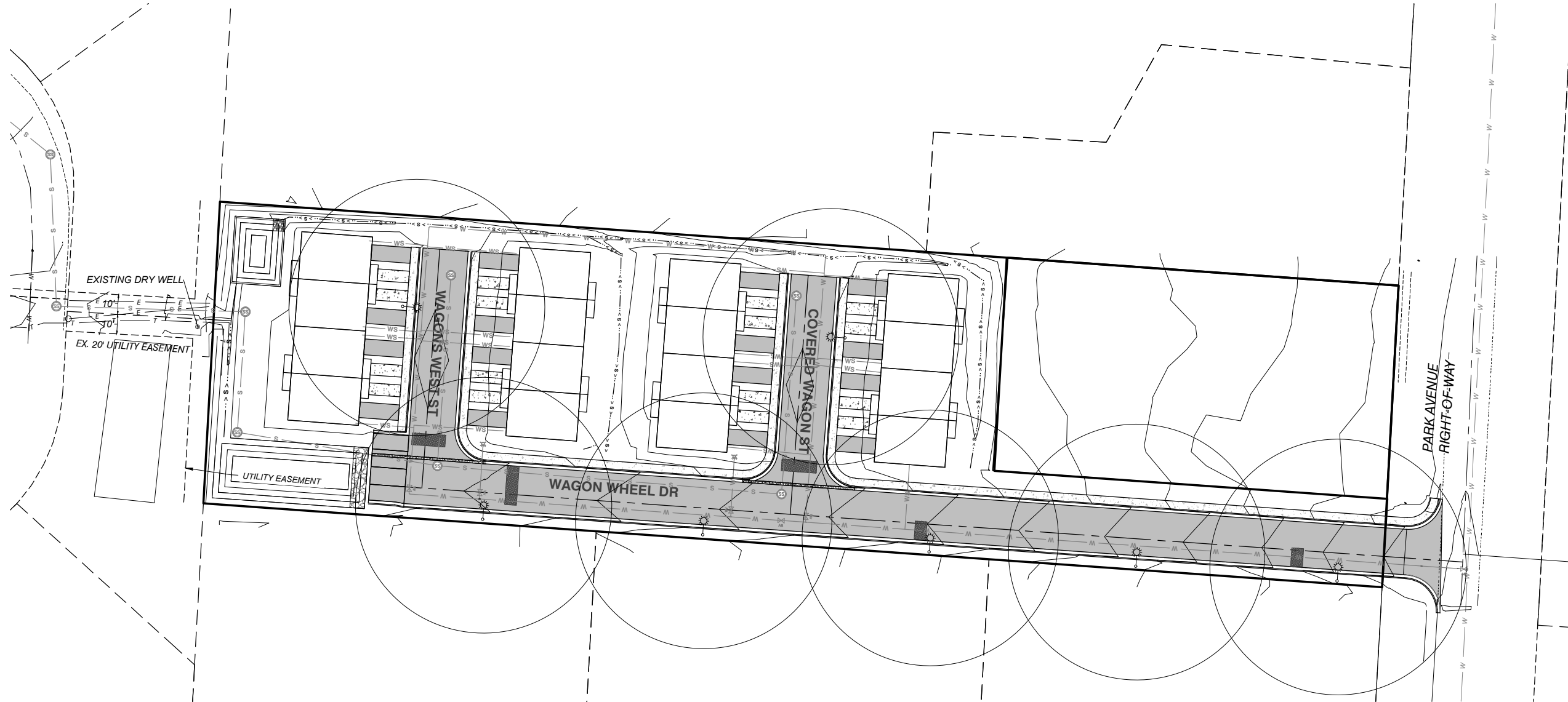
Jul. 31, 25  
**STORM POINTS**

**C5.3**

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PROJECT # 19263-22

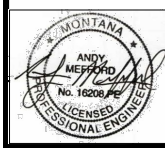
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**NORMAN NISLEY**  
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 STEVENSVILLE, MT      RAVALLI COUNTY

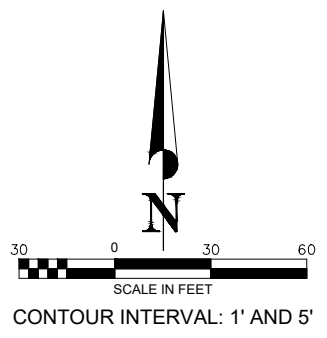
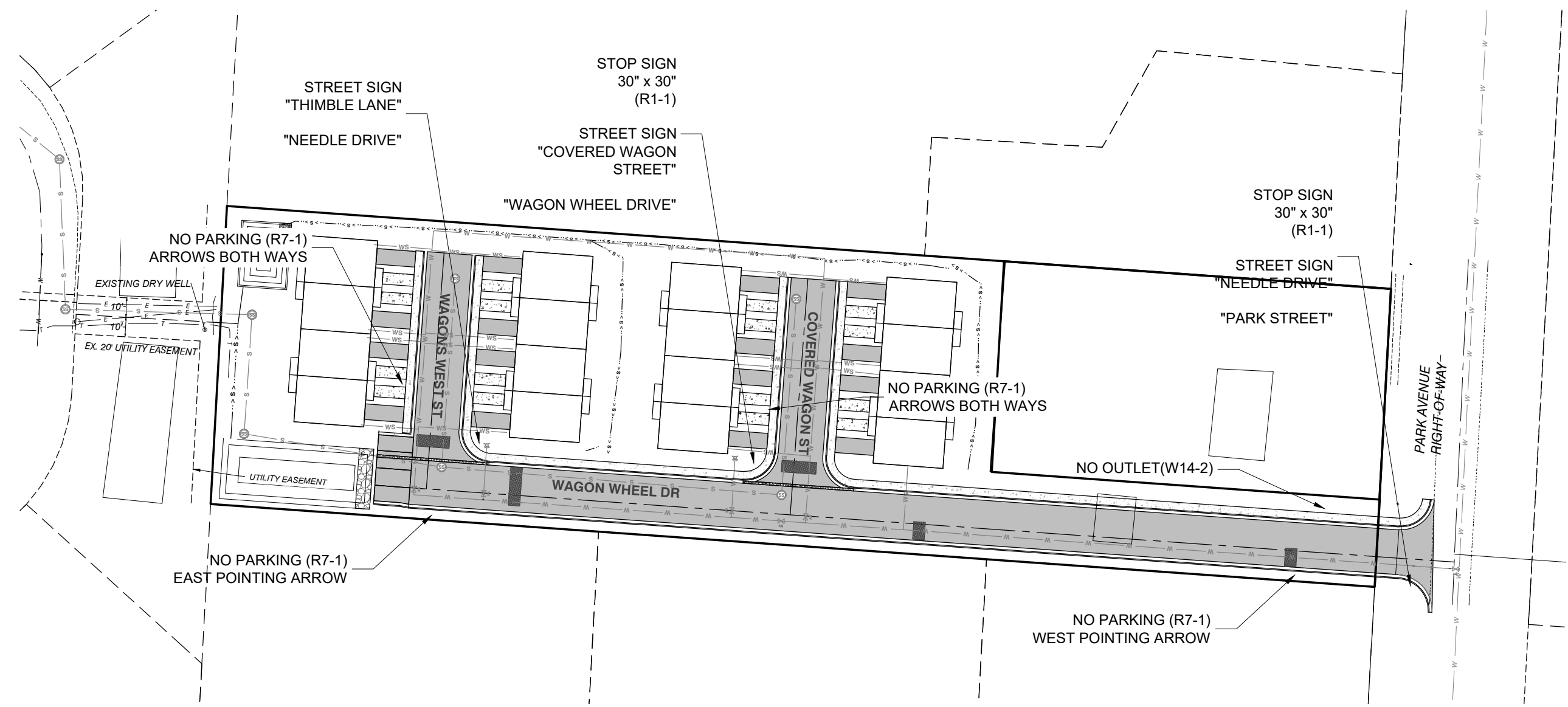
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 315 RUSSELL ST., PO BOX 1750      NAME: 363-3201  
 STEVENSVILLE, MT 59801      PHONE: 406-363-3201  
 FAX: 406-363-3215

Jul. 31, 25  
**LIGHTING**  
**PLAN**

**C7.0**



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| PROJECT # | 19263-22 |
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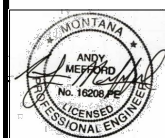
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Jul. 31, 25  
**SIGNAGE PLAN**

**C8.0**

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| PROJECT # | 9263-22 |
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| PROJECT # | 9263-22 |
| DRAWN     | MS      |
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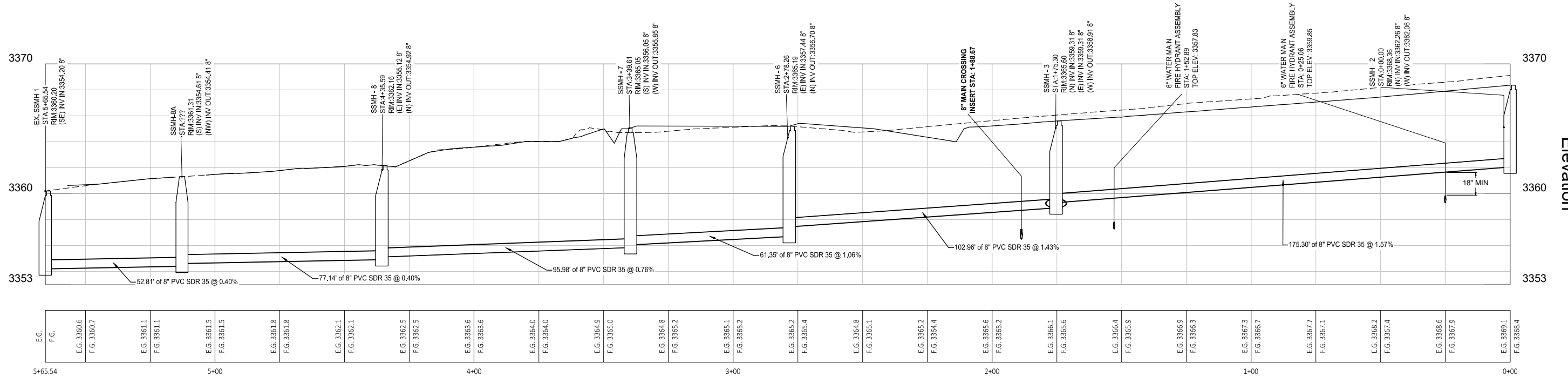
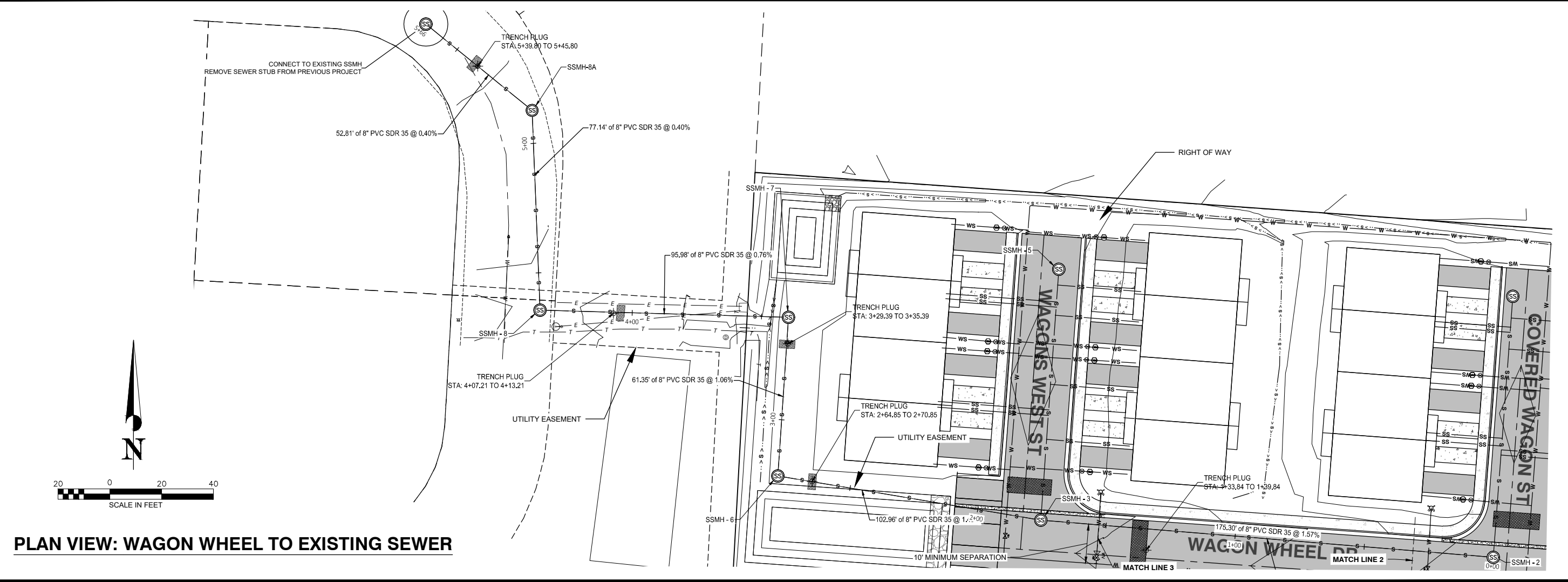
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Jul. 31, 25

**NEEDLE TO EX SEWER**

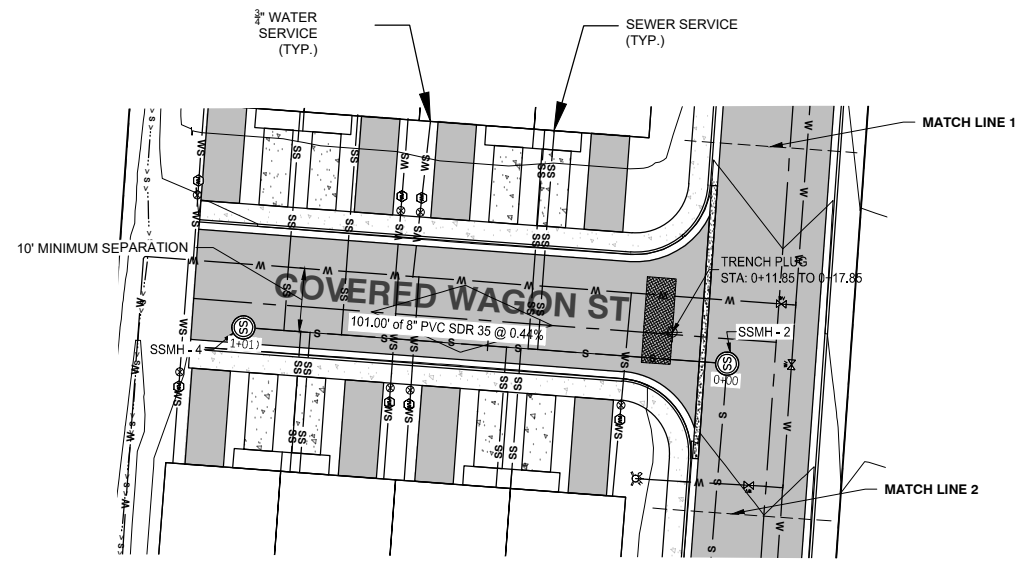
**C9.0**



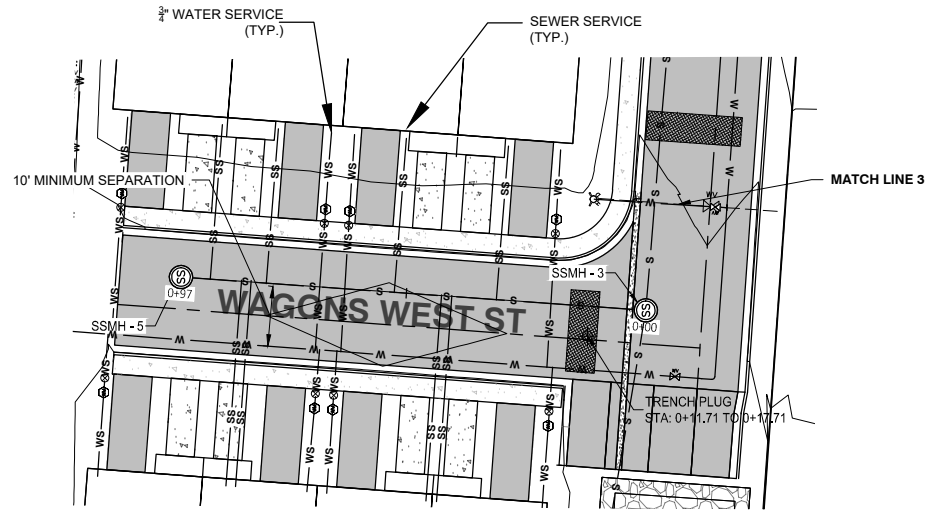
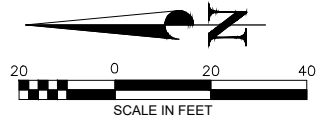
**WAGON WHEEL TO EXISTING SEWER**

HORIZONTAL SCALE: 1" = 20'  
 VERTICAL SCALE: 1" = 5'

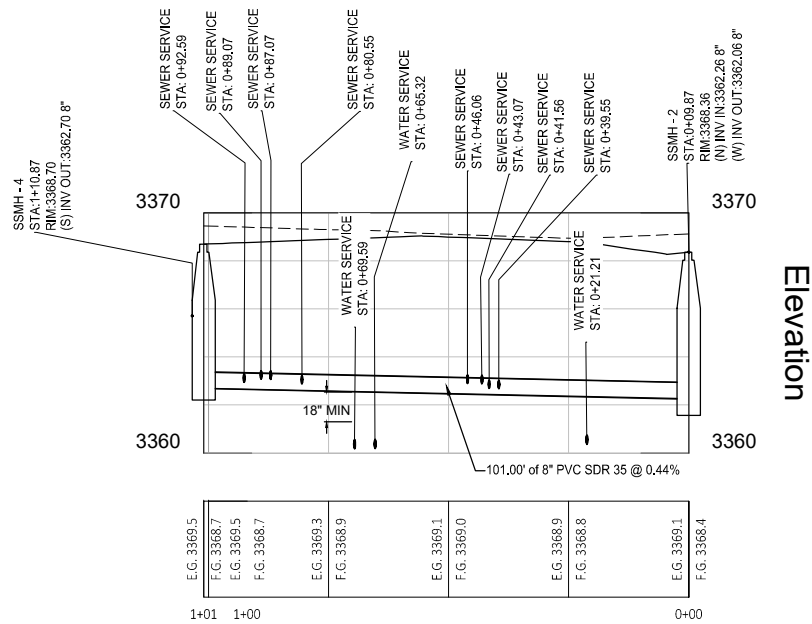
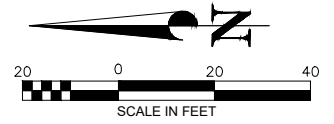
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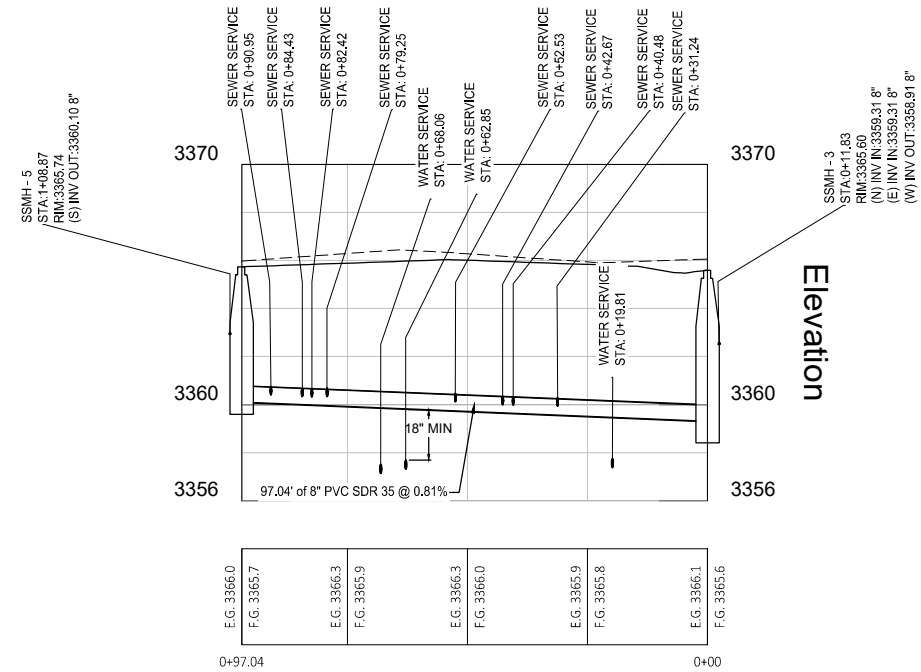
**PLAN VIEW:  
COVERED WAGON SEWER**



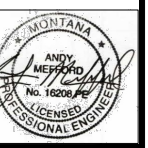
**PLAN VIEW:  
WAGONS WEST SEWER**



**COVERED WAGON SEWER**  
HORIZONTAL SCALE: 1" = 20'  
VERTICAL SCALE: 1" = 5'



**WAGONS WEST SEWER**  
HORIZONTAL SCALE: 1" = 20'  
VERTICAL SCALE: 1" = 5'



PROJECT #: 9263-22

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| DRAWN: MS | CHECKED: JC |
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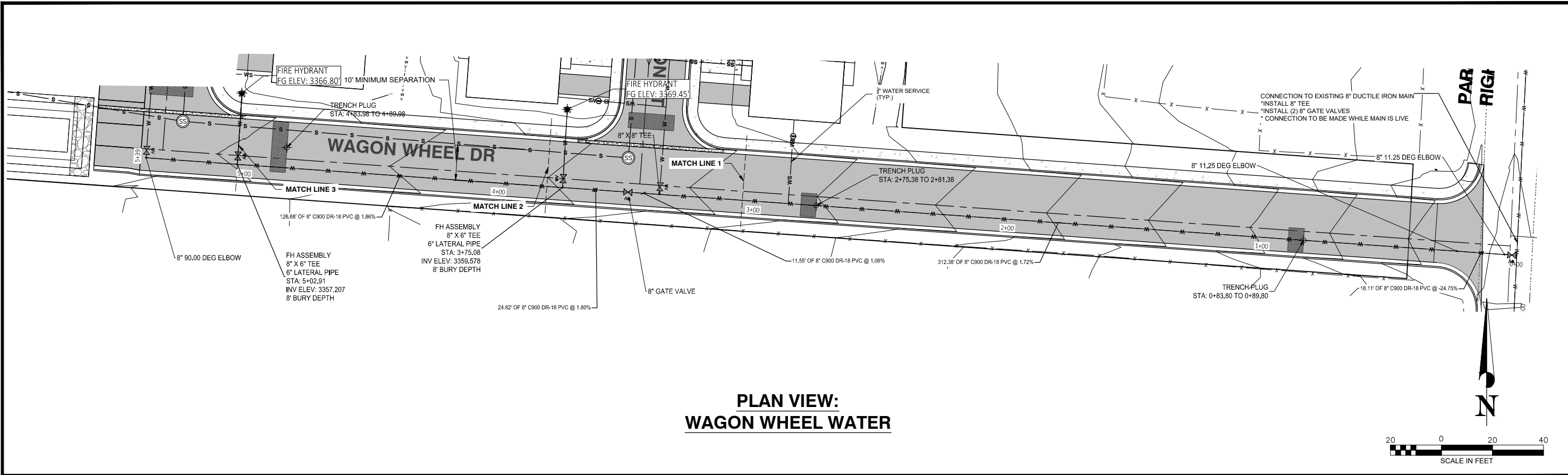
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170 S. 2ND ST. SUITE C  
315 RUSSELL ST. PO BOX 1750  
PHONE 406-728-1800  
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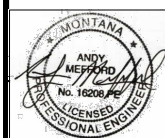
Jul. 31, 25  
**COVERED & WAGONS SEWER**

**C10.0**

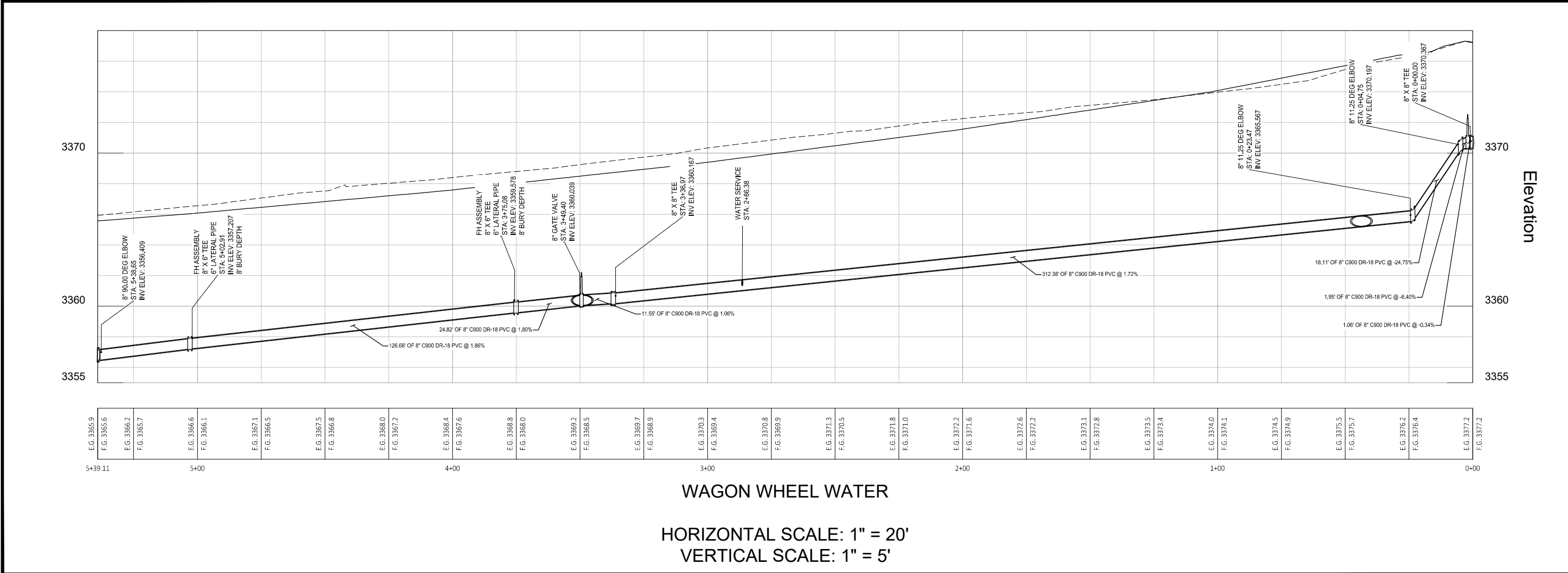
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**PLAN VIEW:  
WAGON WHEEL WATER**



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| PROJECT # | 9263-22 |
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| CHECKED   | JC      |
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| REVISION  |         |
| REVISION  |         |



**WAGON WHEEL WATER**

**HORIZONTAL SCALE: 1" = 20'  
VERTICAL SCALE: 1" = 5'**

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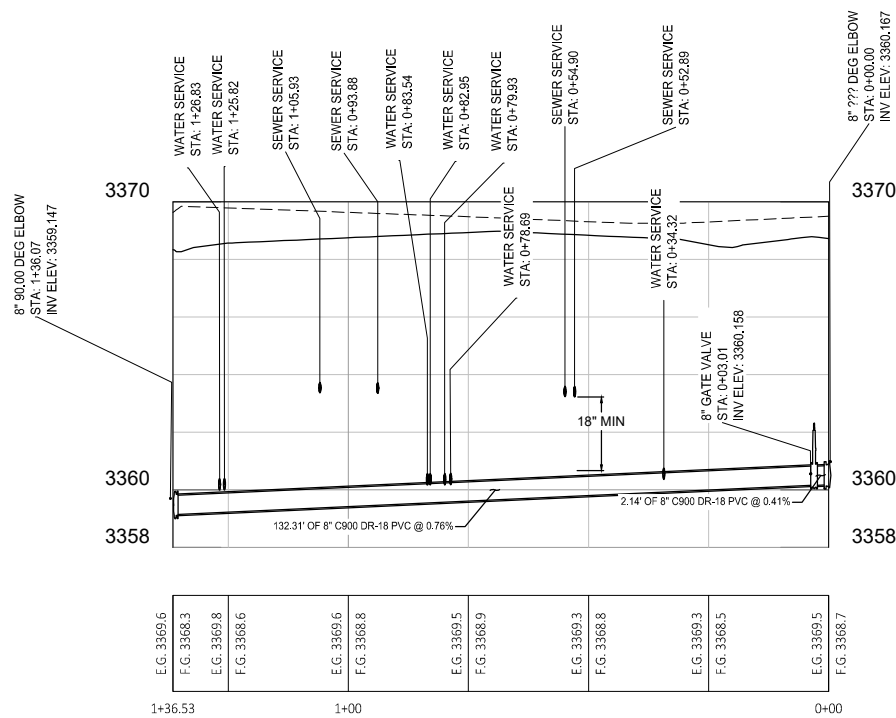
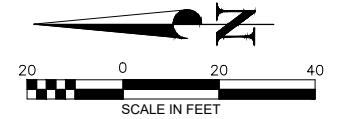
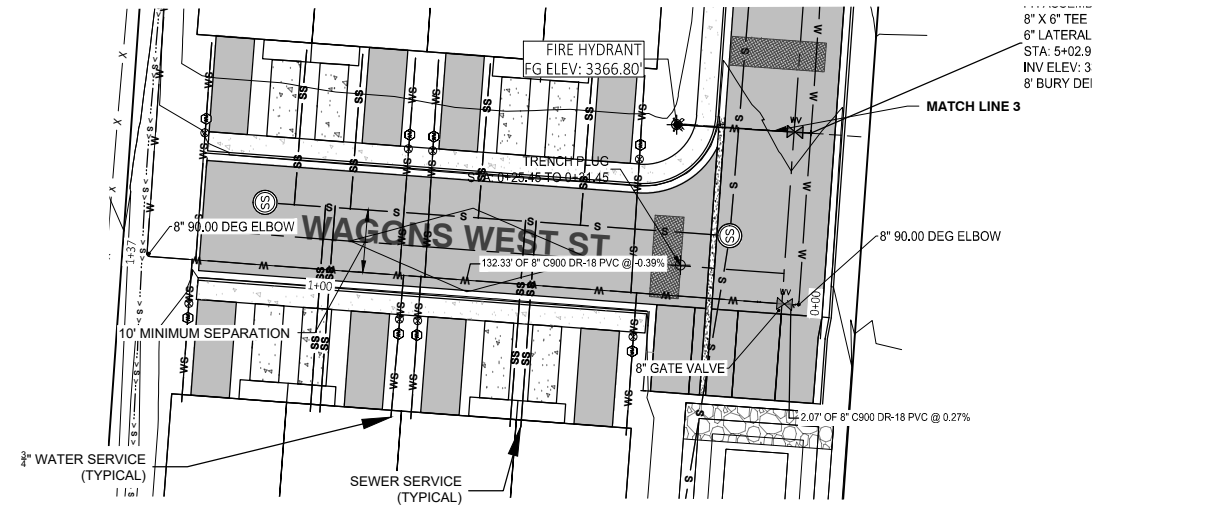
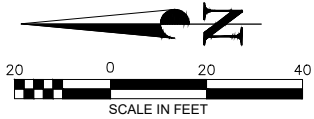
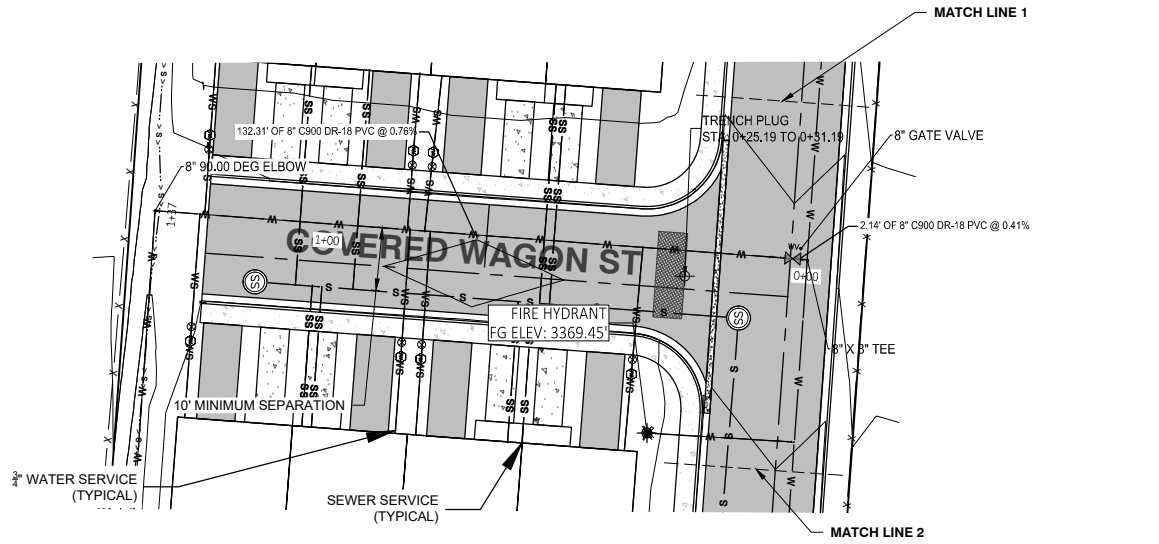
**Professional Consultants Inc.**  
Engineers, Surveyors, Planners, Inspectors  
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315 RUSSELL ST. PO BOX 1750  
STEVENSVILLE, MT 59701  
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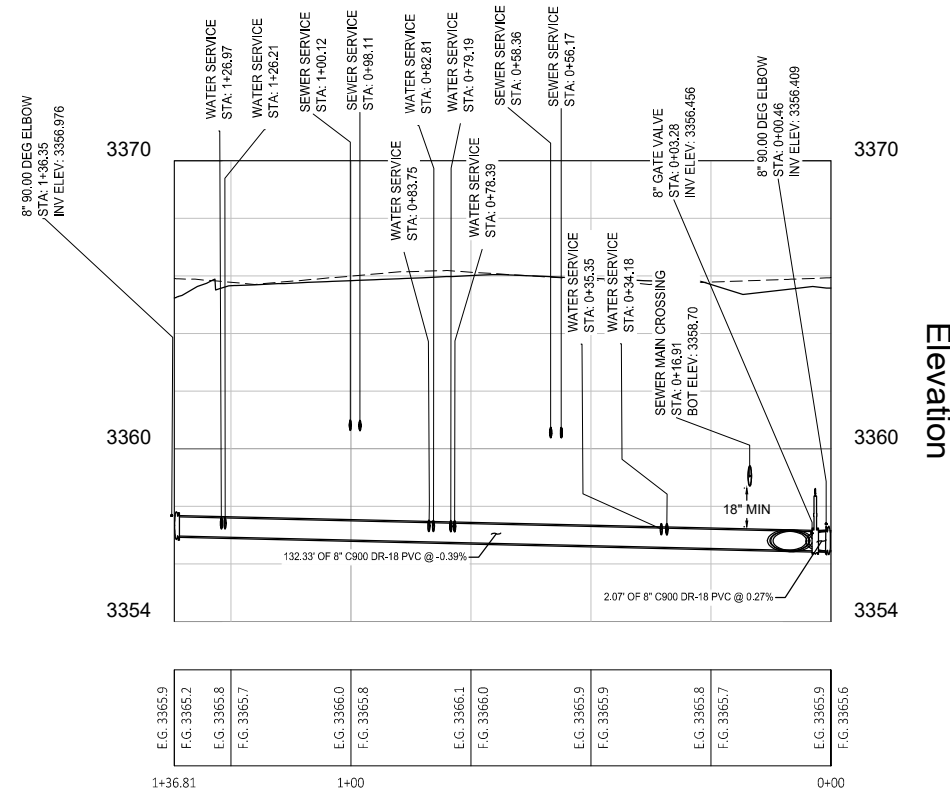
**WAGON WHEEL WATER**

**C11.0**

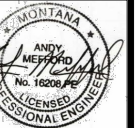
F:\2023\9263-22 Norm Nisley (Double N Builders)\Drafting & 05\9263-22 - WATER.dwg 7/31/25



COVERED WAGON WATER  
HORIZONTAL SCALE: 1" = 20'  
VERTICAL SCALE: 1" = 5'



WAGONS WEST WATER  
HORIZONTAL SCALE: 1" = 20'  
VERTICAL SCALE: 1" = 5'



PROJECT # 19263-22

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| DRAWN:    | MS | CHECKED:  | JC |
| REVISION: |    | REVISION: |    |
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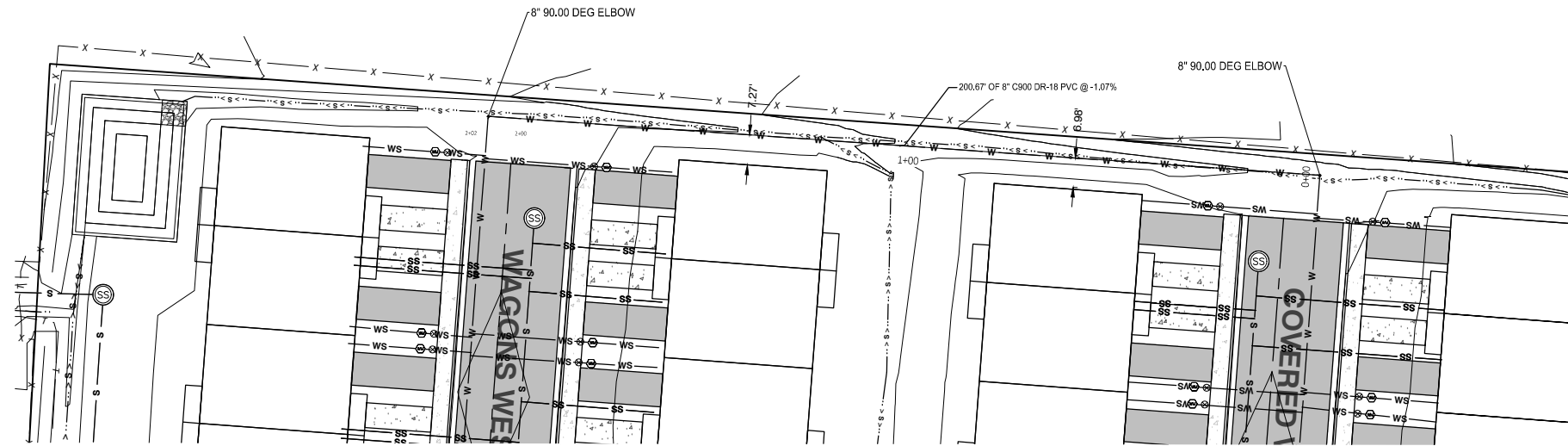
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315 RUSSELL ST., PO BOX 1750  
STEVENSVILLE, MT 59701  
PHONE: 406-728-1800  
FAX: 406-728-0278

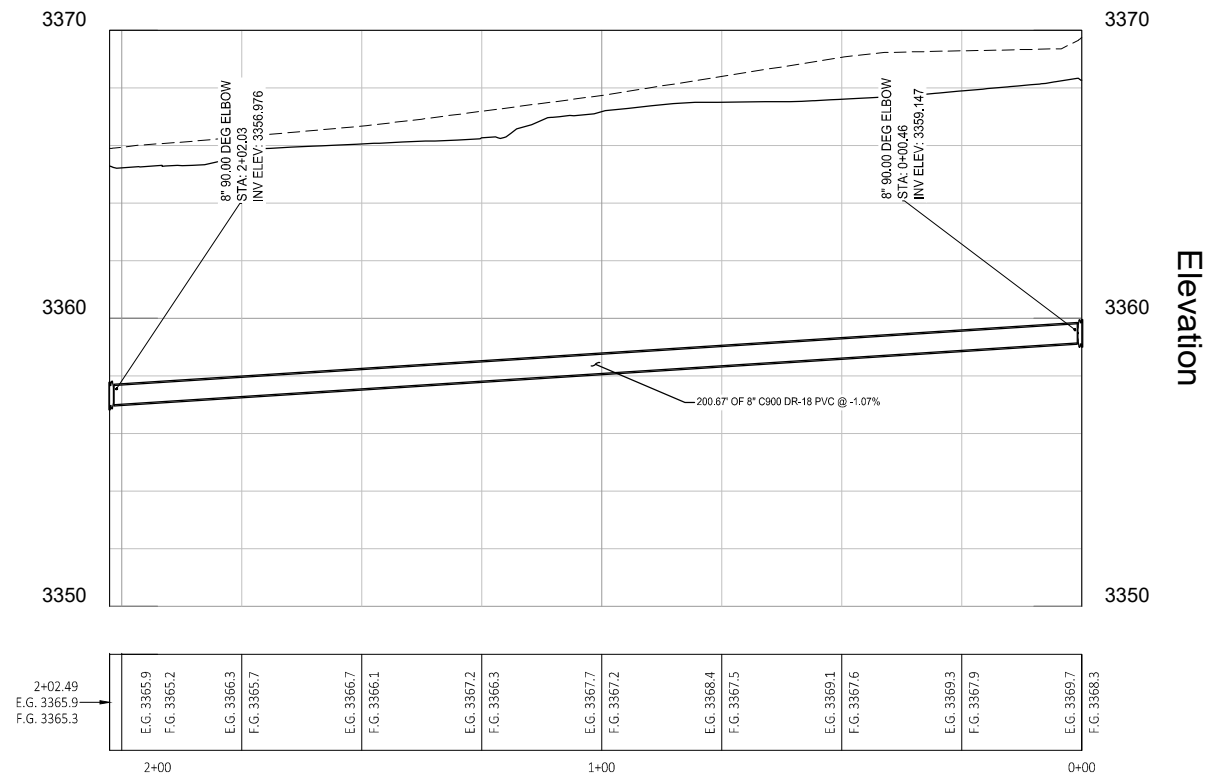
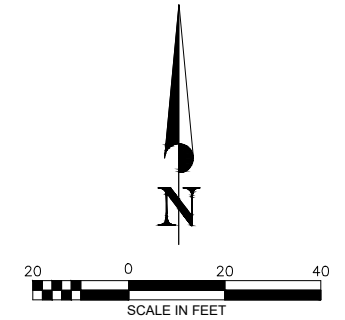
Jul. 31, 25  
COVERED & WAGONS WATER

**C12.0**

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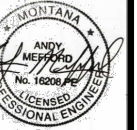


**PLAN VIEW: COVERED WAGON TO WAGONS WEST WATER**



**COVERED WAGON TO WAGONS WEST WATER**

HORIZONTAL SCALE: 1" = 20'  
VERTICAL SCALE: 1" = 5'



PROJECT # 19263-22

| DATE | BY | CHECKED | JC |
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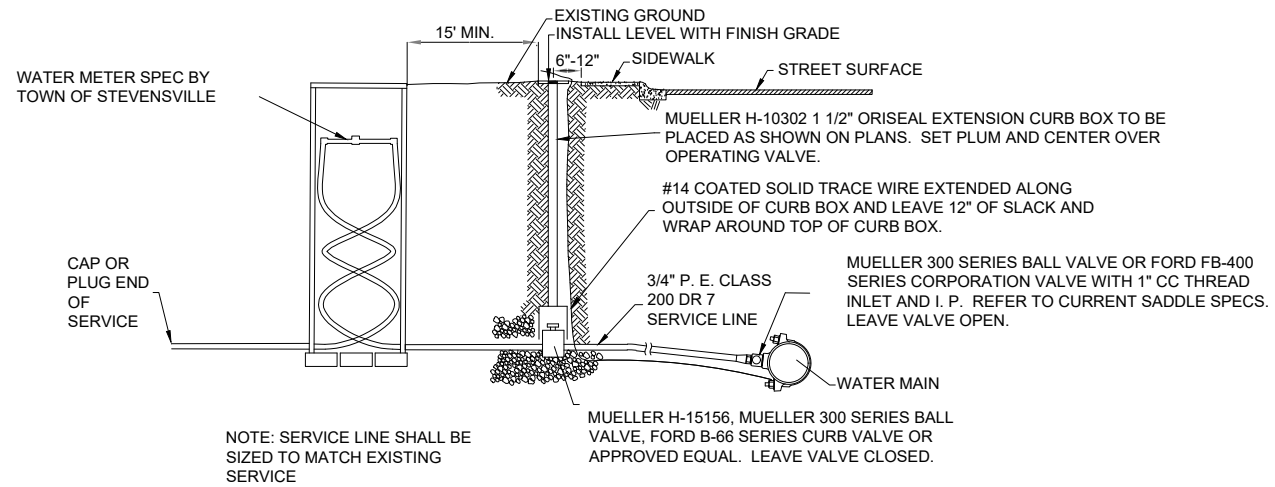
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STEVENSVILLE, MT 59701  
PHONE 406-728-8800  
FAX 406-728-8276

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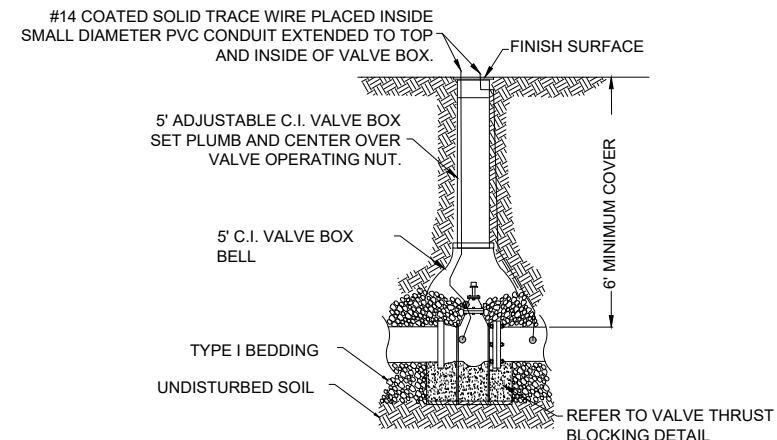
**WATER LOOP LINE**

**C12.1**

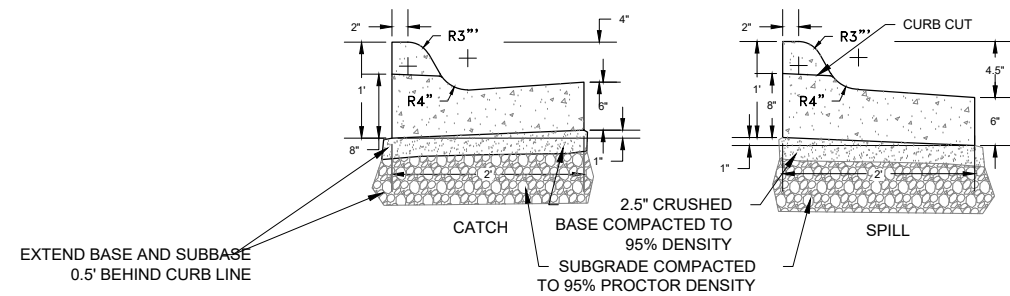


NOTE: SERVICE LINE SHALL BE SIZED TO MATCH EXISTING SERVICE

**TYPICAL WATER SERVICE**  
NOT TO SCALE

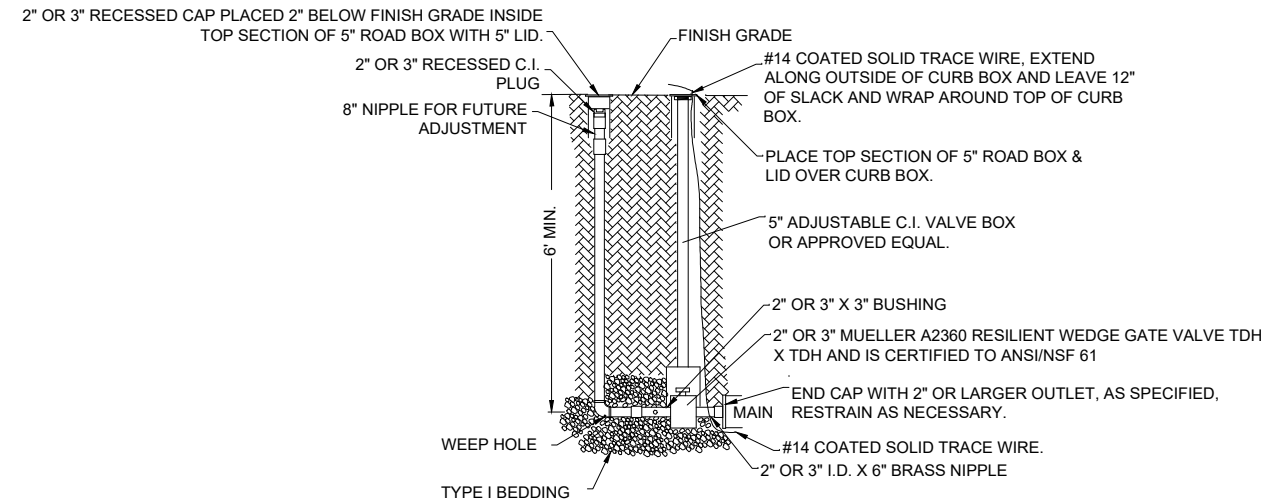


**VALVE DETAIL**  
NOT TO SCALE

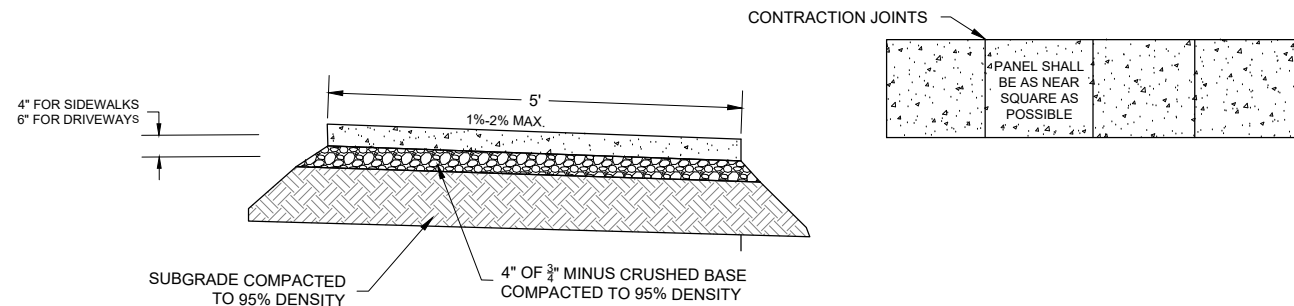


- CONTRACTION JOINTS SHALL BE PLACED EVERY 10 FEET AND SHALL BE 3/4" DEEP.
- EXPANSION JOINTS OF 1/2" MASTIC MATERIAL SHALL BE PLACED AT THE FOLLOWING LOCATIONS:  
P.C.S AND P.T.S OF CURVES  
GRADE BREAKS  
4' ON EITHER SIDE OF A DRAINAGE STRUCTURE  
AT OTHER LOCATIONS AS SPECIFIED BY ENGINEER
- NO CURB SHALL BE PLACED WITHOUT A FINAL FORM INSPECTION BY THE ENGINEER.
- CONSTRUCTION MATERIALS AND PROCEDURES SHALL CONFORM TO EXISTING CITY AND STATE STANDARD SPECIFICATIONS.

**MODIFIED "L" TYPE CURB/GUTTER SECTION**  
NOT TO SCALE

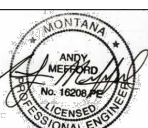


**BLOW OFF ASSEMBLY**  
NOT TO SCALE



- CONTRACTION JOINTS SHALL BE SPACED SO AS TO FORM AS NEAR SQUARE PANEL AS POSSIBLE, NO SINGLE PANEL SHALL EXCEED 8' ON ANY SIDE. CONTRACTION JOINTS SHALL BE TOOLED 3/4" DEEP (NO SAW CUTS).
- EXPANSION JOINTS OF 1/2" MASTIC MATERIAL SHALL BE PLACED AT THE FOLLOWING LOCATIONS:  
P.C.S AND P.T.S OF CURVES  
GRADE BREAKS  
AT DRIVEWAYS  
AT OTHER LOCATIONS AS SPECIFIED BY ENGINEER
- NO SIDEWALK SHALL BE PLACED WITHOUT A FINAL FORM INSPECTION BY THE ENGINEER.
- CONSTRUCTION MATERIALS AND PROCEDURES SHALL CONFORM TO LOCAL CITY AND STATE STANDARD SPECIFICATIONS.

**SIDEWALK DETAIL**  
NOT TO SCALE



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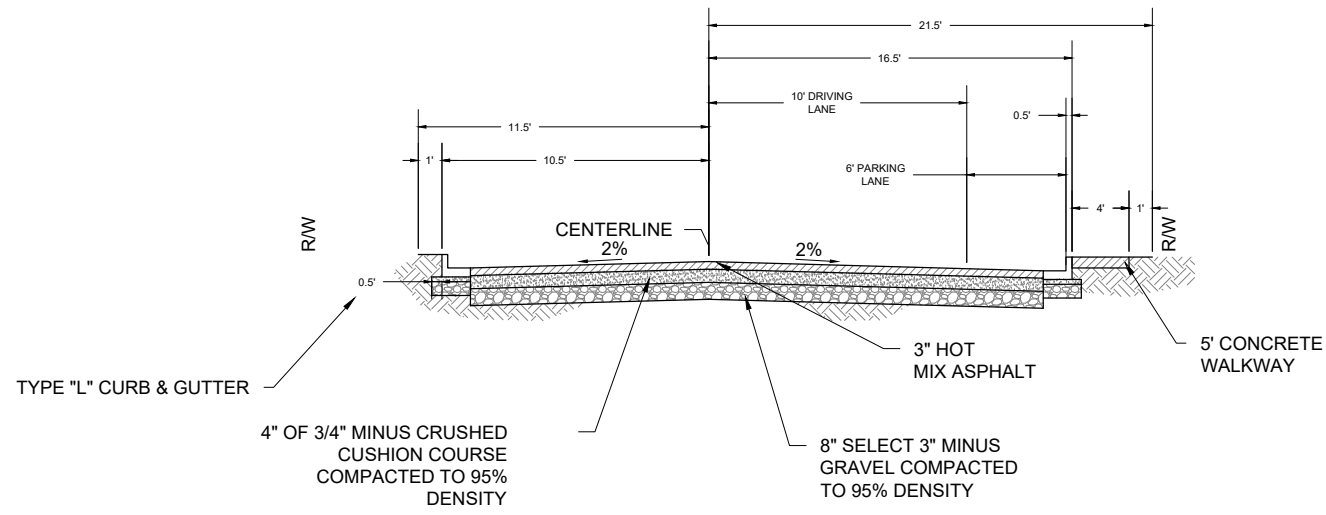
**Professional Consultants Inc.**  
Engineers, Surveyors, Planners, Inspectors  
315 RUSSELL ST., PO BOX 1750  
STEVENSVILLE, MT 59701  
PHONE 406-728-1800  
FAX 406-728-1276

Jul. 31, 25

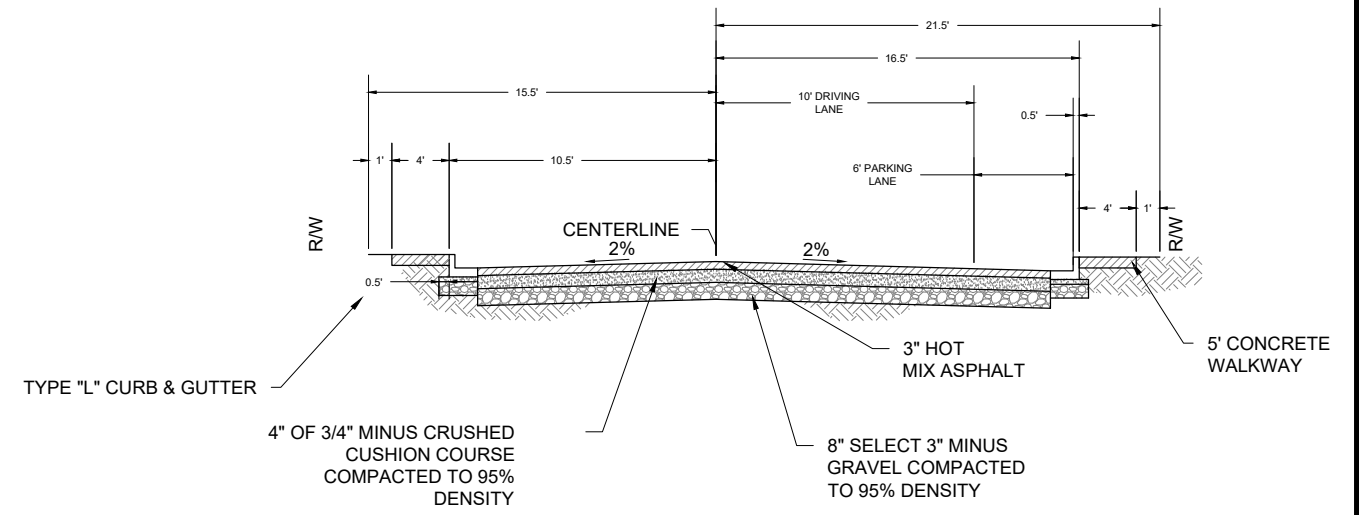
DETAILS

**C13.0**

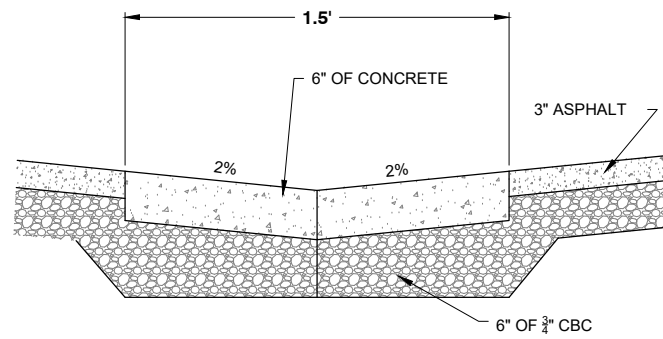
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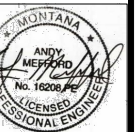
NEEDLE ROADWAY TYPICAL SECTIONS



SPOOL AND THIMBLE ROADWAY TYPICAL SECTIONS



COVE GUTTER DETAIL  
NOT TO SCALE



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| PROJECT # | 9263-22 |
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| CHECKED   | JC      |
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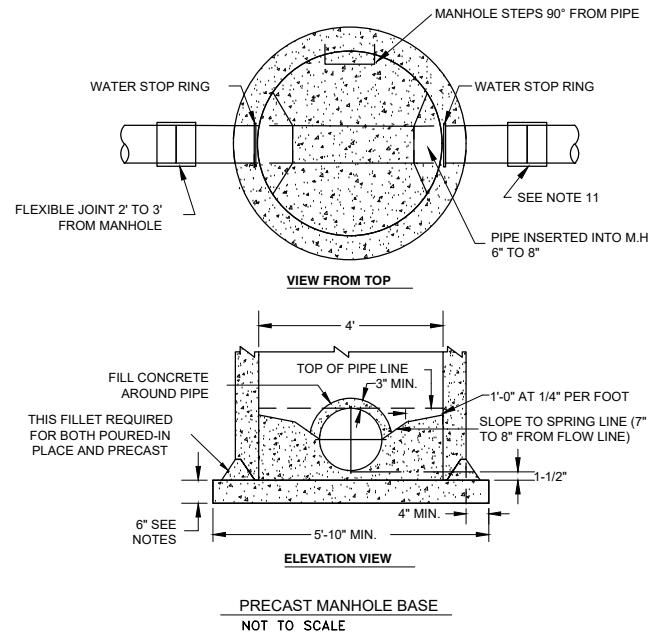
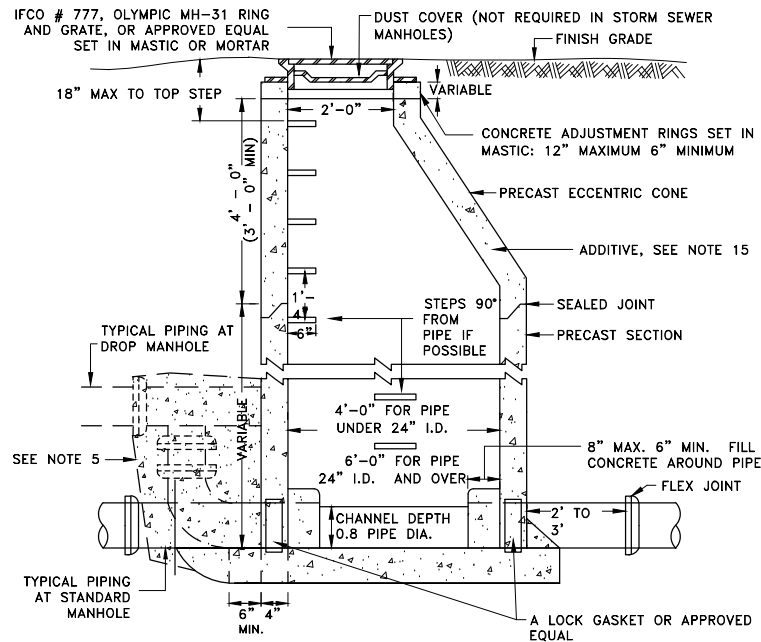
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 STEVENSVILLE, MT 59851  
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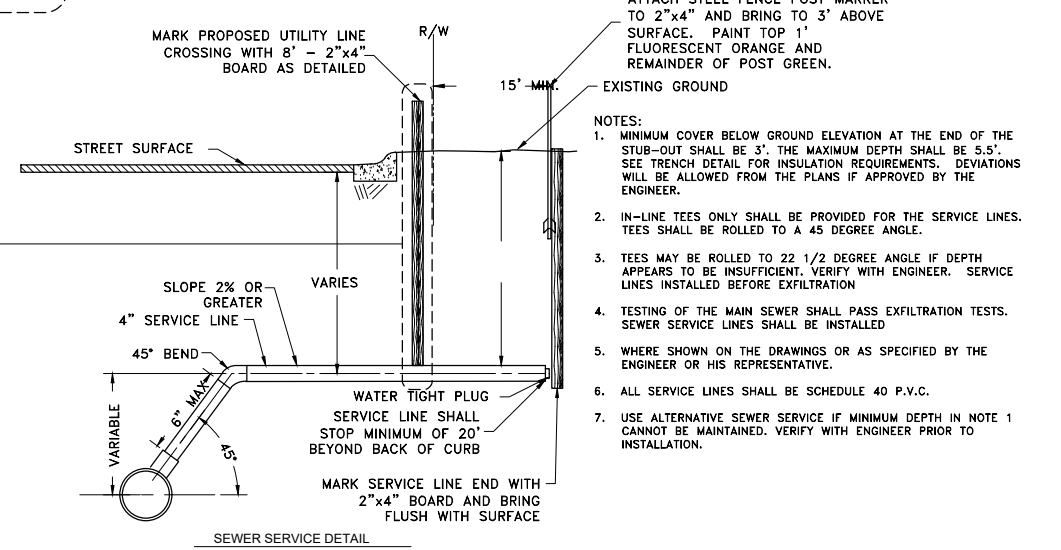
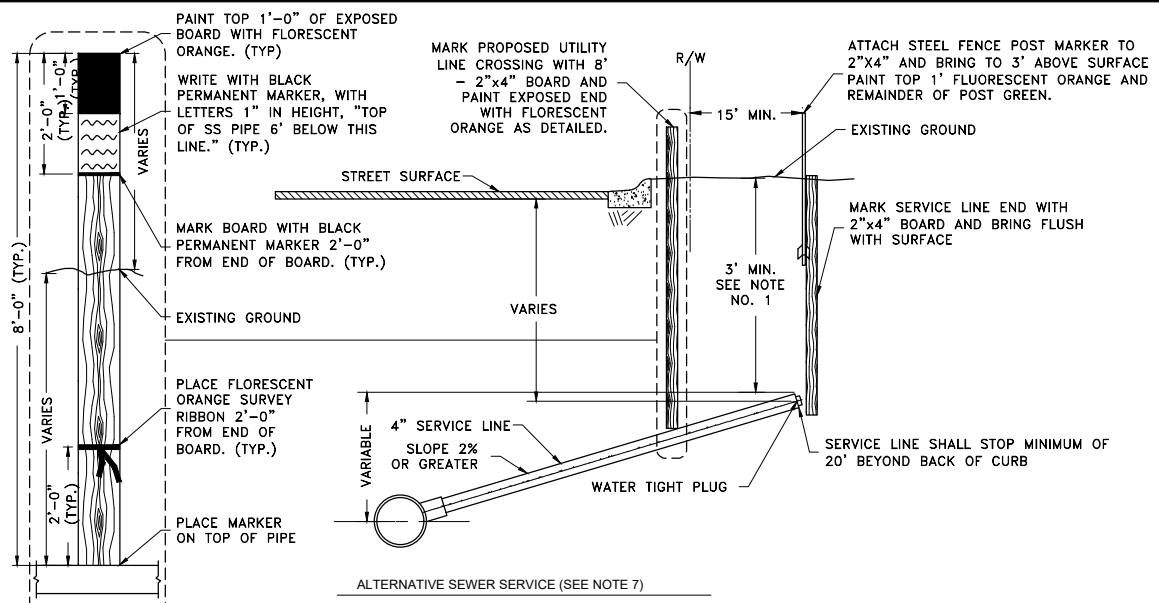
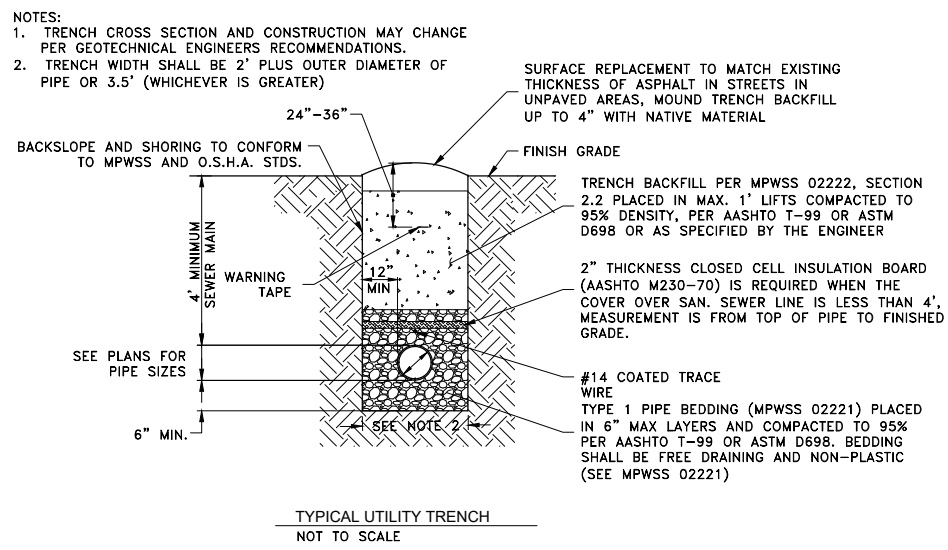
DETAILS

**C14.0**

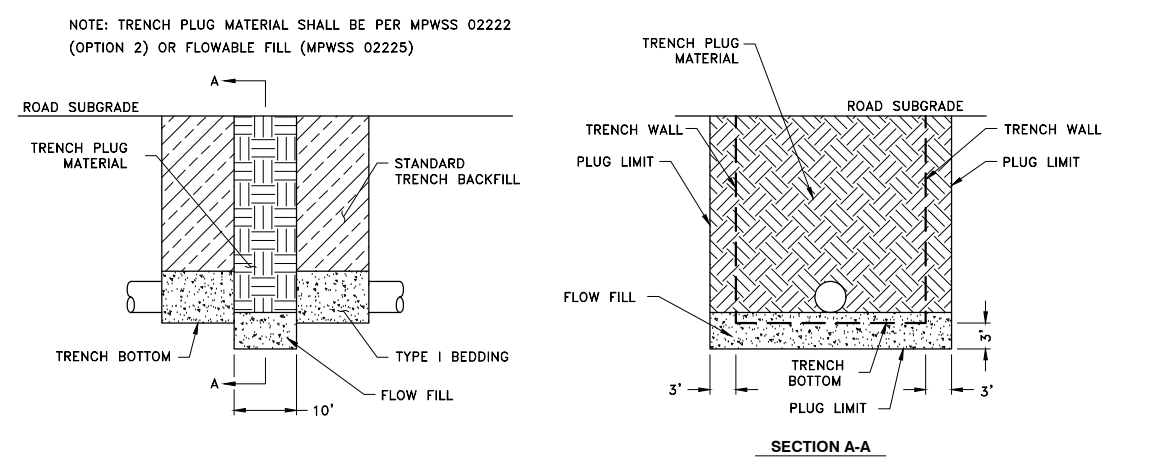


- MANHOLE NOTES:**
- SEE MONTANA PUBLIC WORKS STANDARD SPECIFICATIONS (MPWSS) FIFTH ADDITION, SECTION 02730.
  - ALL MANHOLE JOINTS SHALL HAVE O-RING GASKET JOINTS MEETING ASTM C443. INSTALL AN EXTERNAL JOINT WRAP CONSEAL 102 OR APPROVED EQUAL ON ALL JOINTS.
  - PRECAST BASE MUST BE USED. MINIMUM THICKNESS MUST BE SIX (6) INCHES PER MPWSS STANDARD DRAWING 02720-3
  - ALL JOINTS BETWEEN MANHOLE SECTIONS, ADJUSTING RINGS, MANHOLE RINGS AND TOP SECTION, AND AROUND SEWER PIPE INTO MANHOLE SHALL BE WATERTIGHT. JOINTING MATERIAL SHALL BE "RAM-NEK 2" OR EQUAL FOR ALL JOINTS EXCEPT BETWEEN SEWER PIPE AND MANHOLE WALL.
  - CONCRETE FOR DROP STRUCTURES SHALL BE FORMED.
  - ALL MANHOLE PENETRATIONS SHALL BE MADE BY CORE DRILLING.
  - DROP MANHOLE CONNECTIONS SHALL BE USED ONLY WHERE SLOPE OF LATERAL INCOMING TO MAIN SEWER WOULD EXCEED TEN PERCENT AND ONLY WITH APPROVAL.
  - CROWN OF LATERAL MAIN SHALL MATCH CROWN OF TRUNK SEWER, UNLESS OTHERWISE INDICATED ON PLANS.
  - PRECAST MANHOLE BASE SECTION (ASTM C478) SHALL BE MONOLITHICALLY POURED WITH THE MANHOLE WALLS OR CONSTRUCTED WITH AN INTEGRAL WATER STOP GASKET AT THE CONSTRUCTION JOINT BETWEEN THE BASE AND WALL.
  - ALL PRECAST MANHOLE BASES SHALL HAVE INTEGRAL FLOOR AND BASE.
  - ALL PVC TO PVC DEFLECTION JOINTS SHALL BE MADE WITH A GASKETED PVC REPAIR COUPLING AS A GPK 906 STYLE COUPLING OR EQUIVALENT. THE USE OF A PIPE BELL AND SPIGOT ASSEMBLY WILL ALSO BE ALLOWED.
  - ALL PRECAST MANHOLE BASES SHALL HAVE A SIX (6") INCH CONCRETE BASE EXTENSION OUTSIDE THE MANHOLE FOR SUPPORT.
  - ALL FLOW ACROSS MANHOLES SHALL BE AT A MINIMUM ONE-TENTH (1/10') OF A FOOT FALL, UNLESS THE FLOW CHANGES DIRECTLY MORE THAN FORTY-FIVE (45) DEGREES, THEN THE FALL SHALL BE TWO-TENTHS (2/10') OF A FOOT FALL OR GREATER.
  - TEST MANHOLES IN ACCORDANCE WITH ASTM C 1244-93. TEST METHOD FOR CONCRETE SEWER MANHOLES BY THE NEGATIVE AIR PRESSURE (VACUUM) TEST. VACUUM TEST SHALL BE COMPLETED BY PULLING A VACUUM OF 10" Hg AND MEASURING THE TIME IT TAKES TO DROP TO 9" Hg. TEST SHALL BE DONE ON CONCRETE SURFACE AND NOT ON IRON RING. THE MINIMUM ACCEPTABLE TIME FOR A MANHOLE TO 8' DEEP OR LESS SHALL BE 20 SECONDS. FIVE SECONDS SHALL BE ADDED TO THE MINIMUM ACCEPTABLE TIME FOR EVERY TWO FEET IN DEPTH BEYOND 8'.
  - ALL CONCRETE MANHOLES SHALL INCLUDE XYPEX OR KRYTON (KIM) ADDITIVE, OR ENGINEER APPROVED EQUIVALENT. XYPEX OR KRYTON (KIM) ADDITIVE, OR ENGINEER APPROVED EQUIVALENT, SHALL BE A THREE PERCENT (3%) DOSAGE RATE BY WEIGHT OF CEMENT AND SHALL BE USED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS.
  - FOR 4'-0" DIAMETER MANHOLES, PROVIDE MINIMUM 4'-0" FROM PIPELINE CROWN TO START OF PRECAST ECCENTRIC CONE SECTION.

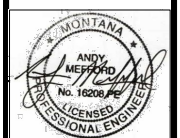
**SANITARY SEWER MANHOLE NOTES AND DETAILS**  
NOT TO SCALE



**SEWER SERVICE DETAIL**  
NOT TO SCALE



**TRENCH PLUG DETAIL**  
NOT TO SCALE



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| PROJECT #   | 9263-22 |
| DRAWN BY    | MS      |
| CHECKED BY  | AC      |
| DESIGNED BY |         |
| REVISIONS   |         |
| REVISIONS   |         |
| REVISIONS   |         |
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| REVISIONS   |         |
| REVISIONS   |         |

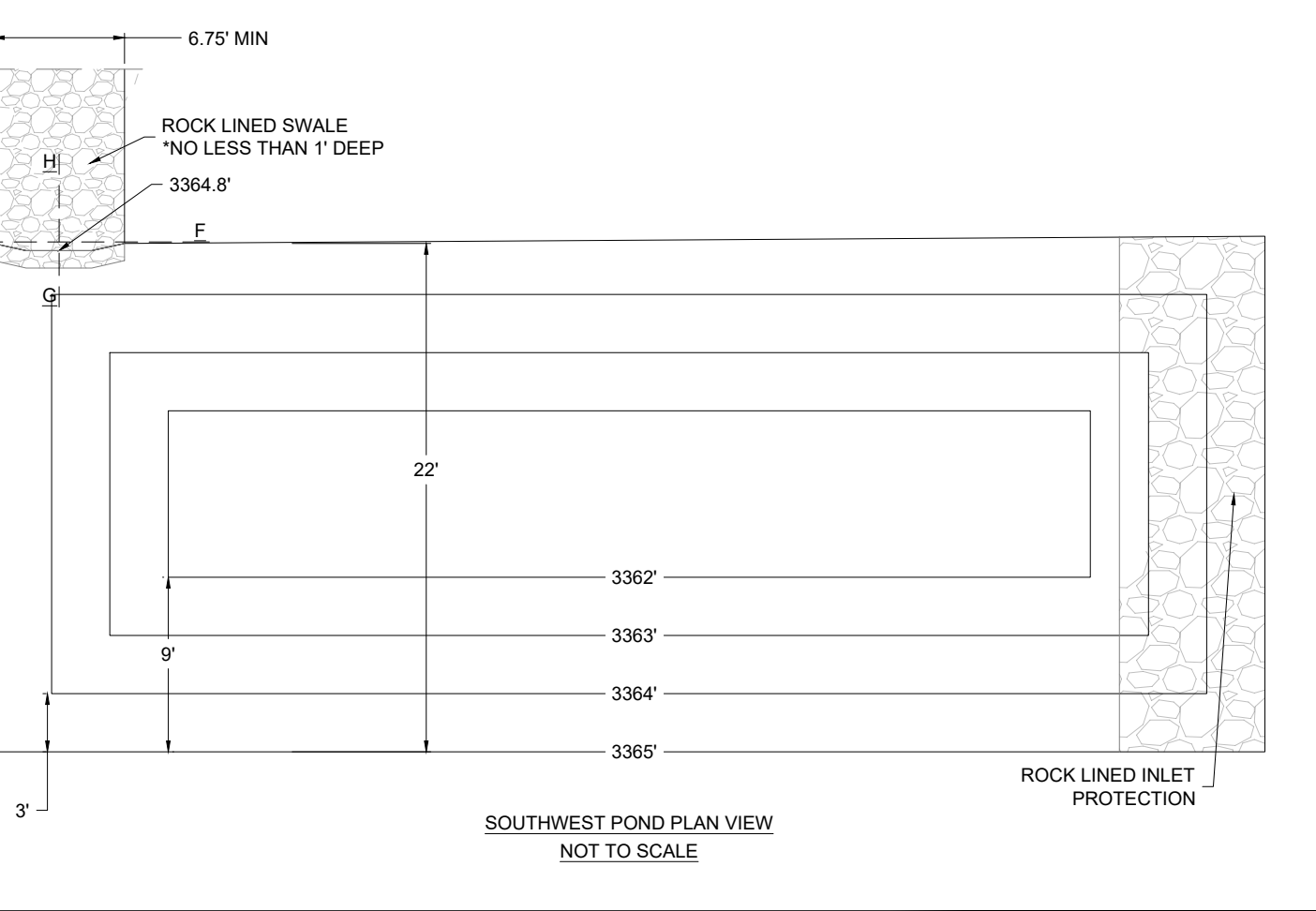
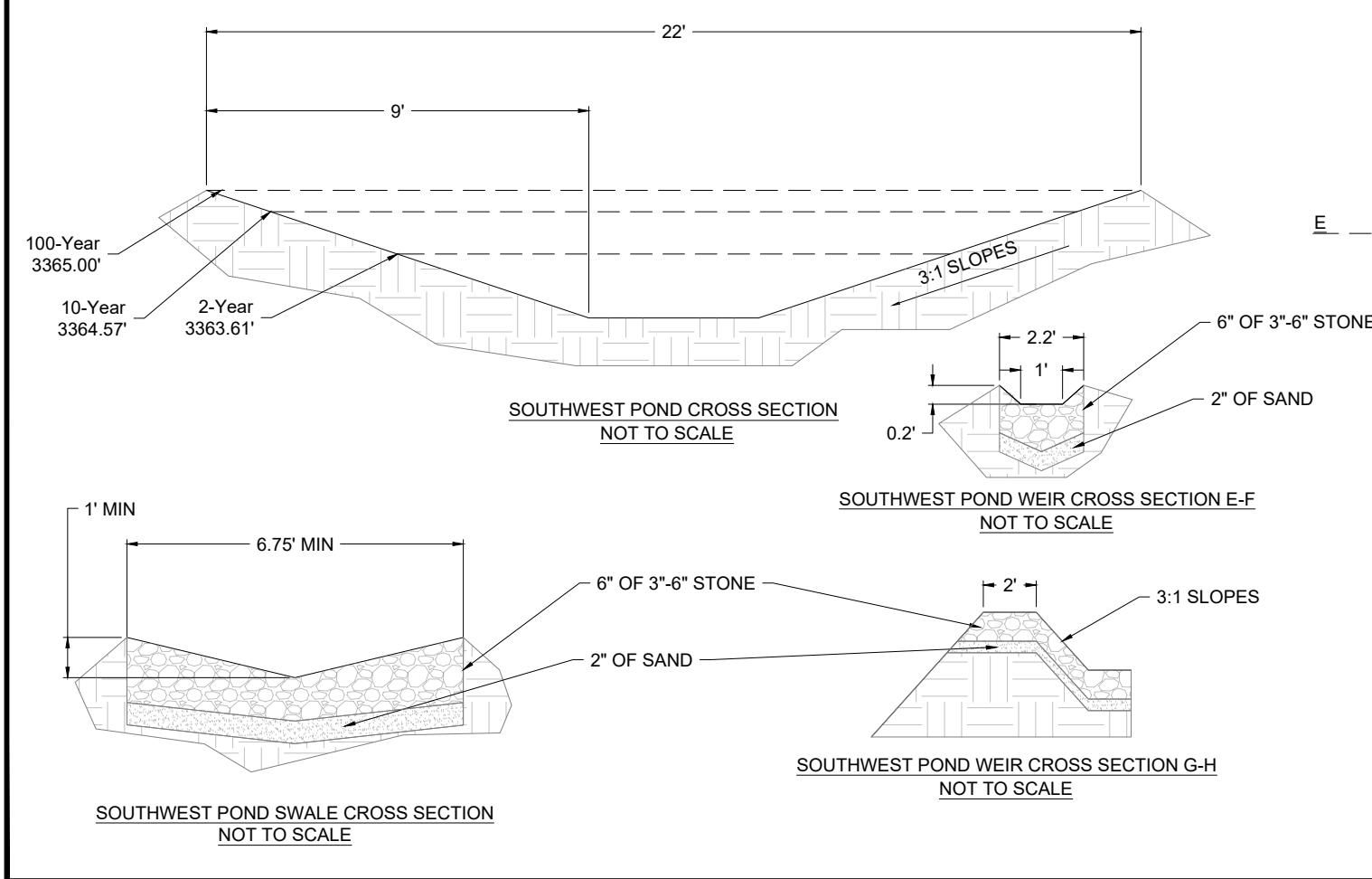
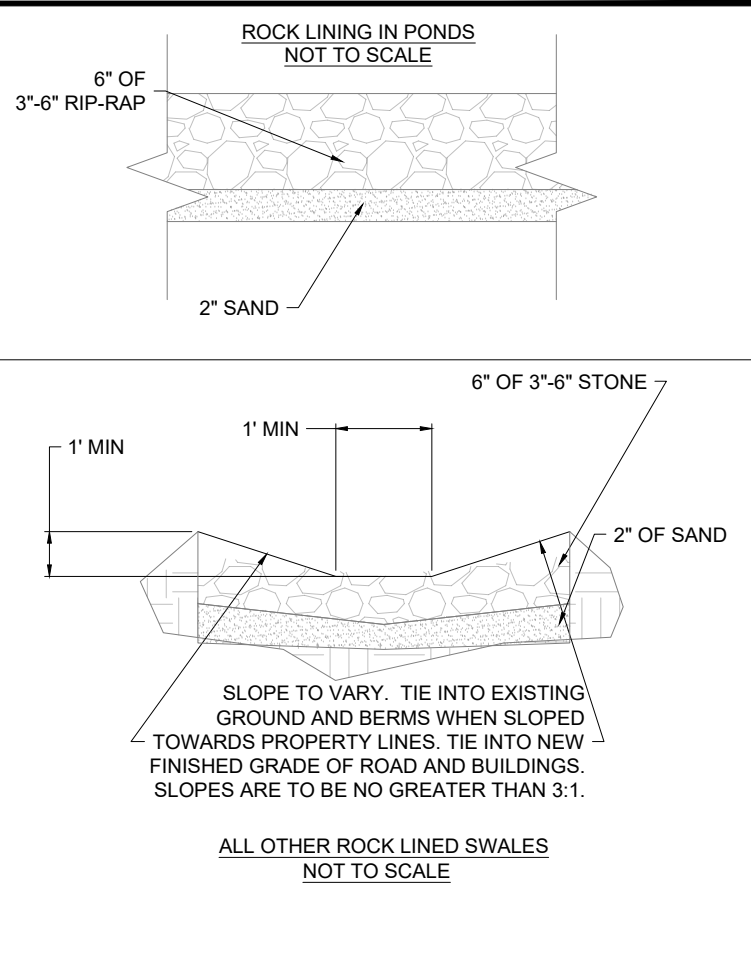
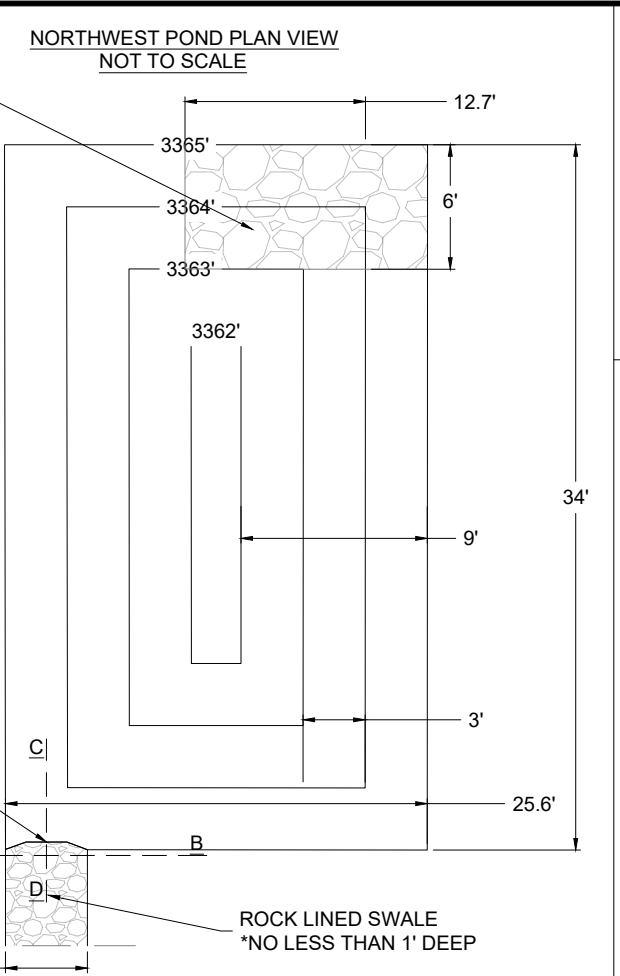
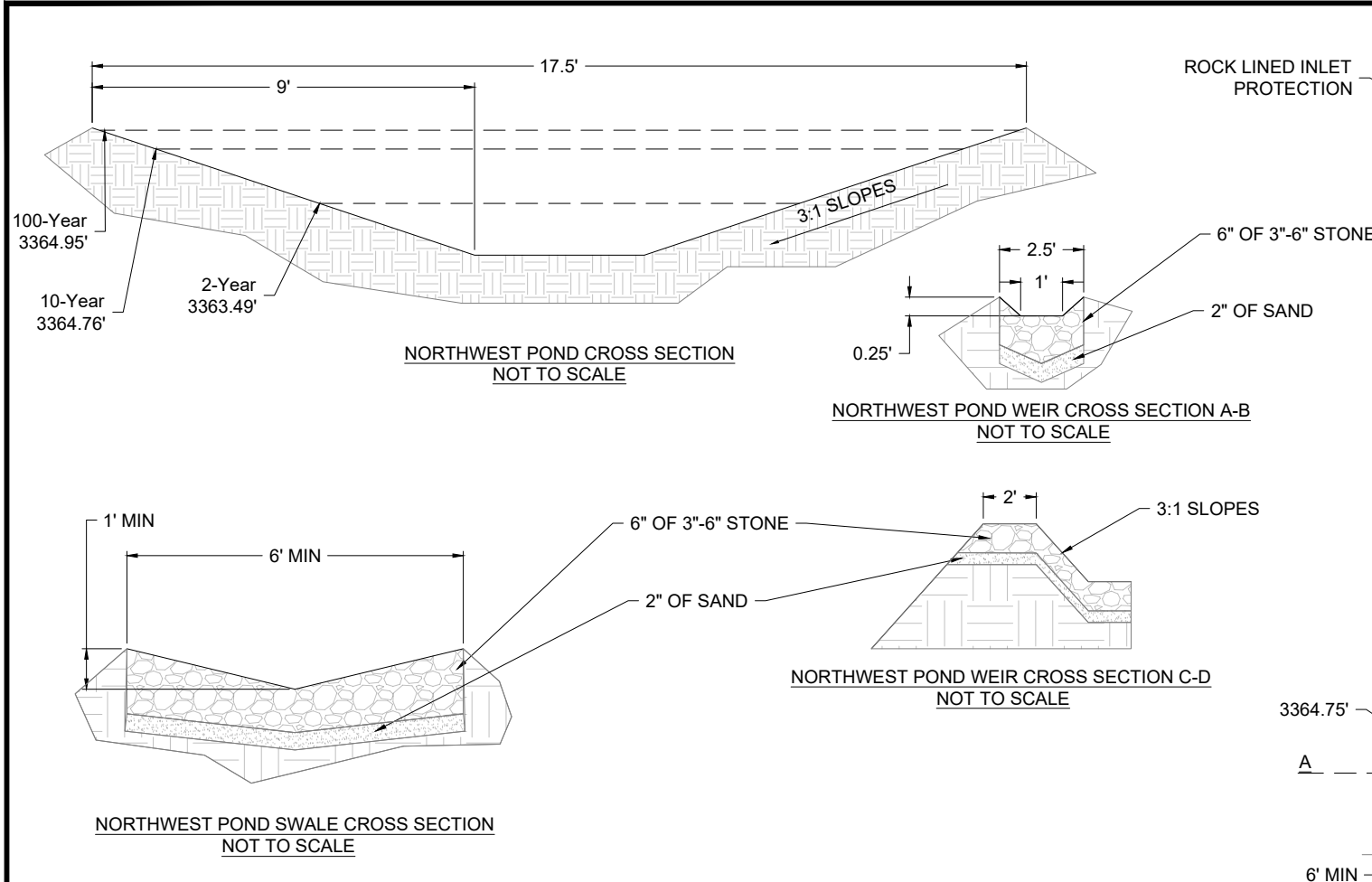
**NORMAN NISLEY**  
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PHONE 406-393-1201  
FAX 406-393-1202  
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Jul. 31, 25

DETAILS

**C15.0**



Professional Seal: ANDY MEYER, No. 16208, PE, LICENSED PROFESSIONAL ENGINEER, STATE OF MONTANA.

PROJECT #: 19263-22

CHECKED: JC

DESIGNED: JC

DRAWN: MS

REVISIONS:

**NORMAN NISLEY**  
**GD&R CONSTRUCTION PLANS**  
STEVENSVILLE, MT

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Engineers, Surveyors, Planners, Inspectors  
170 S. 2ND ST. SUITE C  
316 RUSSELL ST. PO BOX 1750  
PHONE 406-728-1880  
FAX 406-728-1276

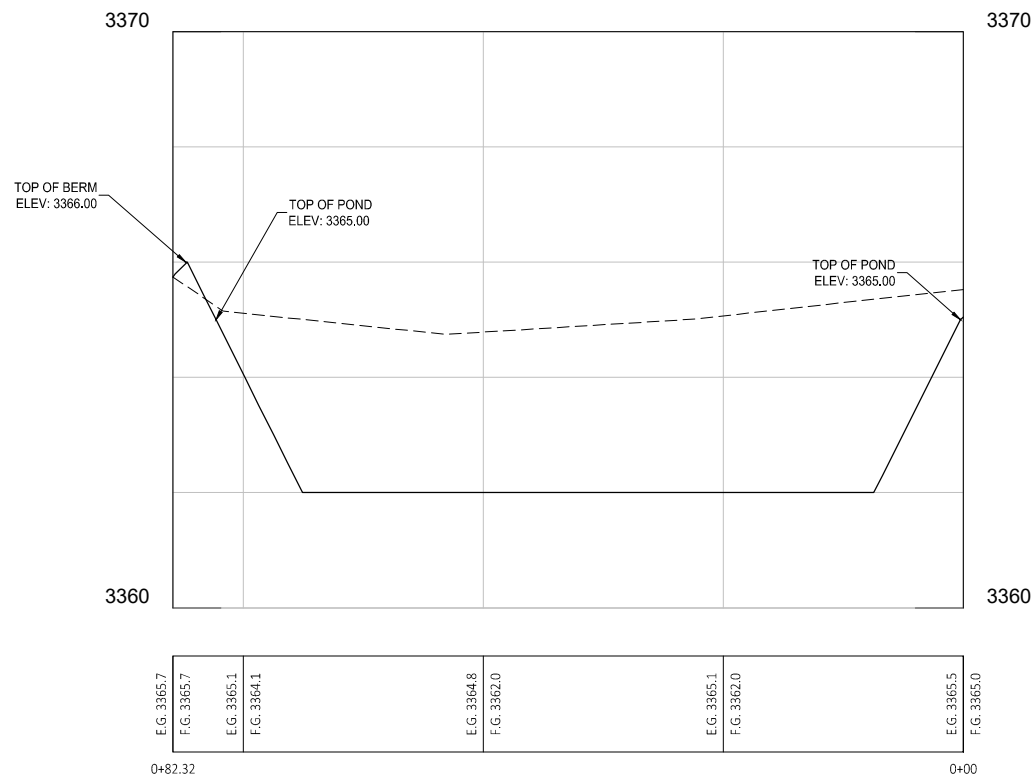
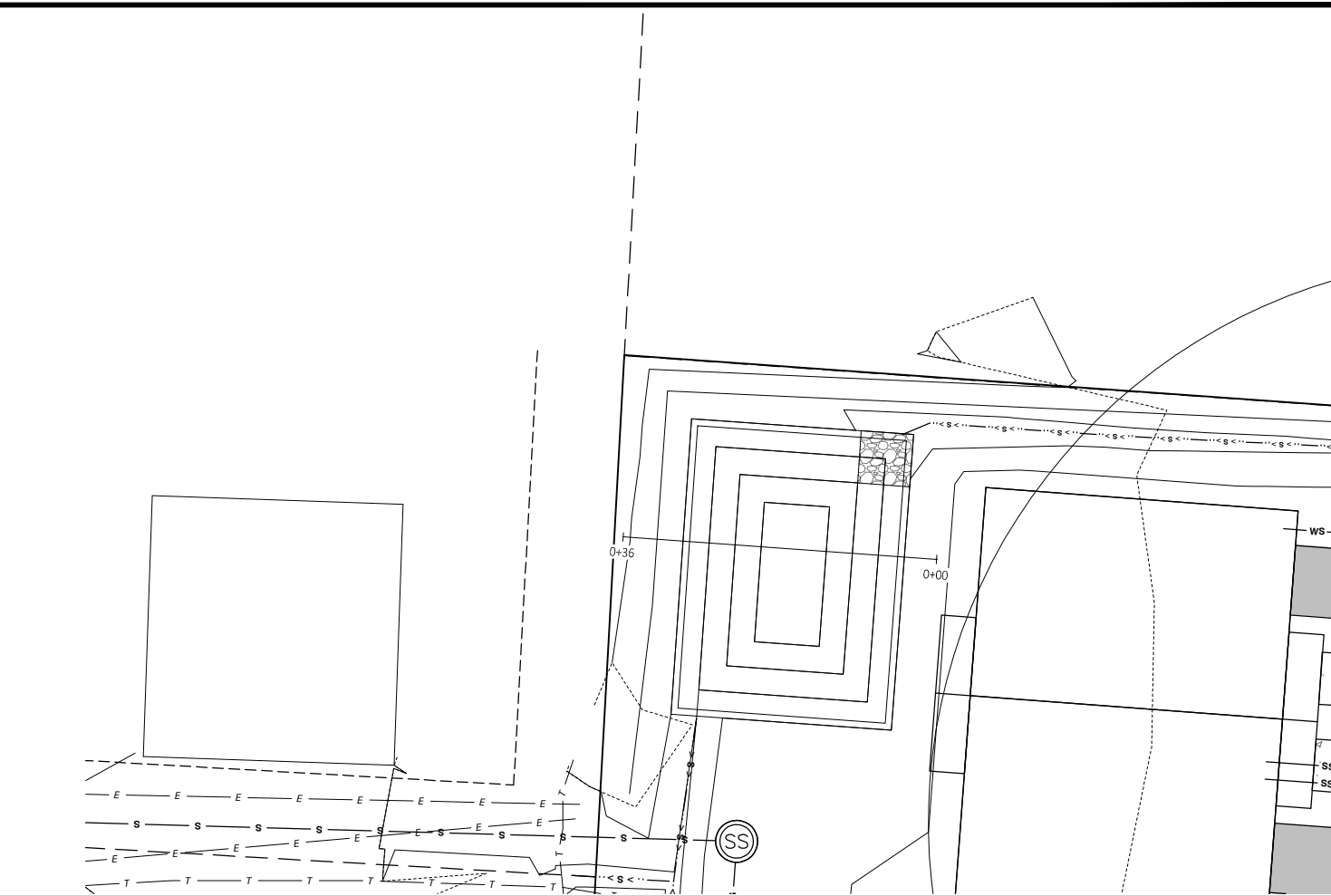
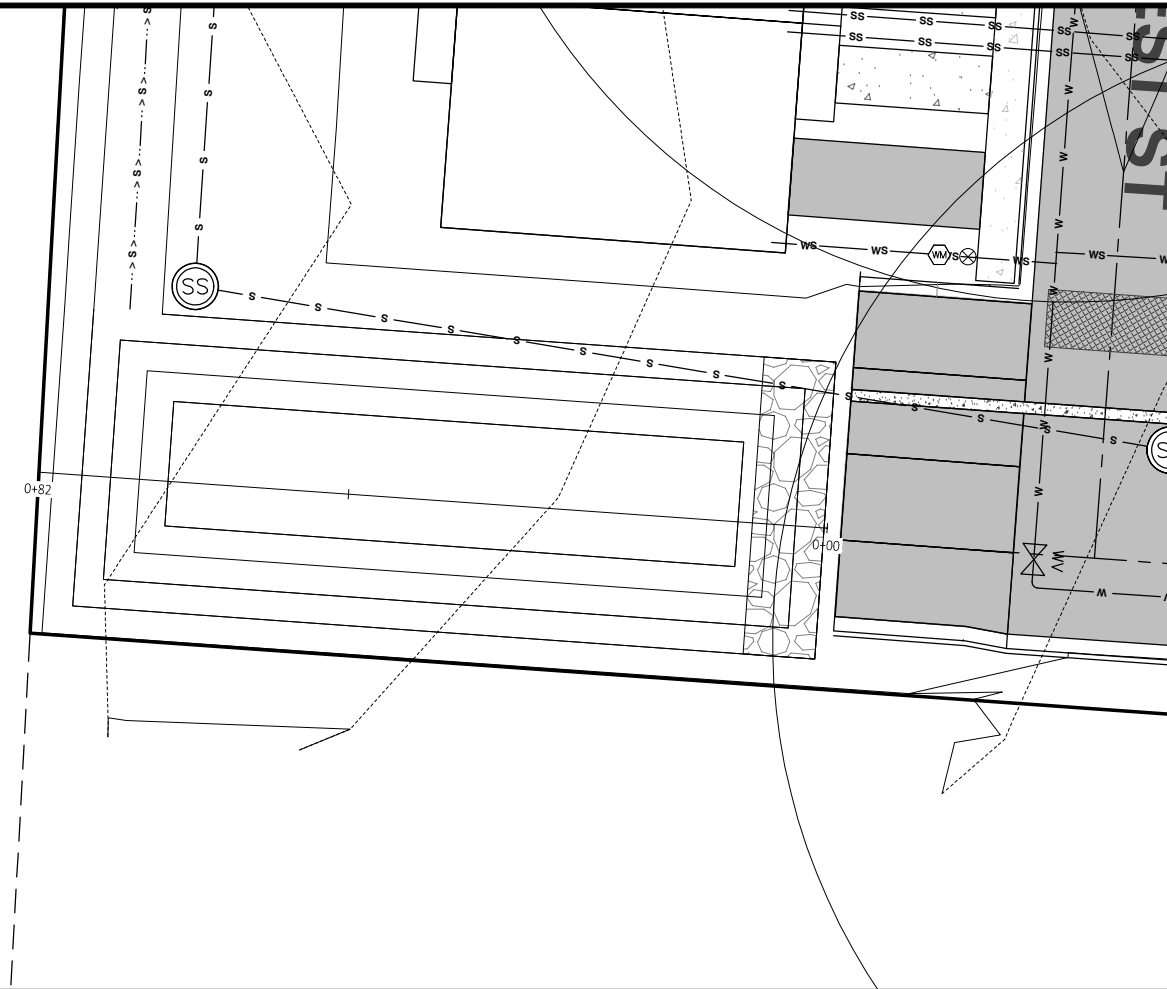
Jul. 31, 25

**DETAILS**

**C16.0**

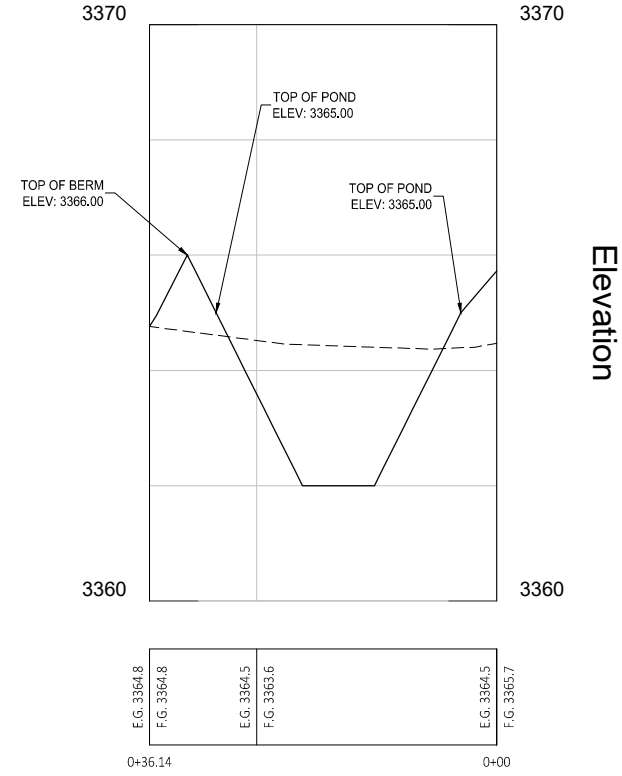
- Page 58 -

F:\2023\19263-22 Norm Nisley (Double N Builders)\Drafting & 05\19263-22 - GD&R V3.dwg: 7/21/25



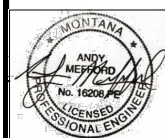
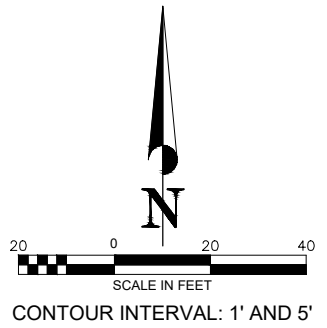
SOUTHWEST POND

HORIZONTAL SCALE: 1" = 20'  
 VERTICAL SCALE: 1" = 5'



NORTHWEST POND

HORIZONTAL SCALE: 1" = 20'  
 VERTICAL SCALE: 1" = 5'



PROJECT # 19263-22

|      |             |    |         |      |
|------|-------------|----|---------|------|
| DATE | DESCRIPTION | BY | CHECKED | DATE |
|      |             |    |         |      |

**NORMAN NISLEY**  
**GD&R CONSTRUCTION PLANS**  
 STEVENSVILLE, MT  
 RAVALLI COUNTY

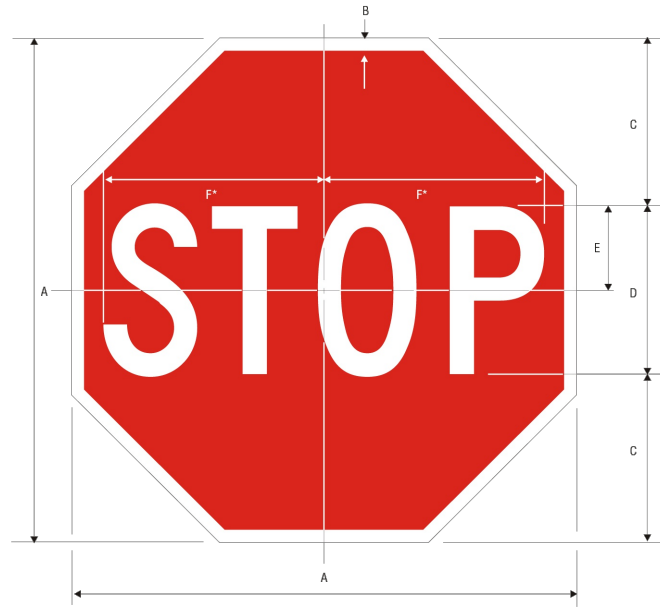
**Professional Consultants Inc.**  
 Engineers, Surveyors, Planners, Inspectors  
 315 RUSSELL ST., PO BOX 1750  
 STEVENSVILLE, MT 59851  
 PHONE 406-728-1800  
 FAX 406-728-0276

Jul. 31, 25

DETAILS

**C17.0**

F:\2023\19263-22 Norm Nisley (Double N Builders)\Drafting & 05\19263-22 - 00&R V3.dwg: 7/21/25



R1-1  
STOP  
\*Reduce spacing 40%

| A  | B    | C  | D    | E | F    |
|----|------|----|------|---|------|
| 18 | .375 | 6  | 6 C  | 3 | 7.75 |
| 24 | .625 | 8  | 8 C  | 4 | 10   |
| 30 | .75  | 10 | 10 C | 5 | 12.5 |
| 36 | .875 | 12 | 12 C | 6 | 15   |
| 48 | 1.25 | 16 | 16 C | 8 | 20   |

COLORS: LEGEND — WHITE (RETROREFLECTIVE)  
BACKGROUND — RED (RETROREFLECTIVE)  
1-1

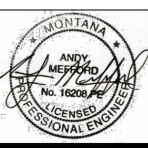


R7-1 NO PARKING

COLORS: LEGEND — RED  
BACKGROUND — WHITE (RETROREFLECTIVE)

\*See page 6-2 for arrow design

1-90



PROJECT # 19263-22

| DATE | BY | CHECKED | JC |
|------|----|---------|----|
|      |    |         |    |

**NORMAN NISLEY**  
**GD&R CONSTRUCTION PLANS**  
STEVENSVILLE, MT      RAVALLI COUNTY

**Professional Consultants Inc.**  
Engineers, Surveyors, Planners, Inspectors  
170 S. 2ND ST. SUITE C  
315 RUSSELL ST. PO BOX 1750      NAME:      PHONE: 406-363-1201  
STEVENSVILLE, MT 59801      PHONE: 406-728-1800      FAX: 406-363-1215  
PHONE: 406-728-1800      FAX: 406-728-1276

Jul. 31, 25

DETAILS

**C18.0**

F:\2023\19263-22 Norm Nisley (Double N Builders)\Drafting & 05\19263-22 - 0048 V3.dwg: 7/31/25

**From:** Lubbers, Riley <Riley.Lubbers@hdrinc.com>  
**Sent:** Friday, February 21, 2025 8:35 AM  
**To:** Matt Shaffer  
**Cc:** Jenelle Berthoud; Bob Michalson; Stephen Lassiter; Molloy, Eli  
**Subject:** RE: Park Street Townhomes

Good Morning Matt – We approve of the plans with respect to what was reviewed as part of the MFE approval.

Thanks,

**Riley Lubbers, PE**  
D 406-532-2229

[hdrinc.com/follow-us](https://hdrinc.com/follow-us)

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**From:** Matt Shaffer <[mattsh@pcimontana.com](mailto:mattsh@pcimontana.com)>  
**Sent:** Thursday, February 20, 2025 3:45 PM  
**To:** Lubbers, Riley <[Riley.Lubbers@hdrinc.com](mailto:Riley.Lubbers@hdrinc.com)>  
**Subject:** Park Street Townhomes

**CAUTION: [EXTERNAL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Riley,

We are in the process of submitting this development to DEQ. It is my understanding that DEQ will issue an approval of the plans which will allow for construction. However, I would like to request an approval from the engineer on record for the Town to approve the plans as well. Please let me know your thoughts and feel free to call me regarding this.

Thank you,

Matt Shaffer, PE   
3115 Russell St / PO Box 1750  
Missoula, MT 59806  
O: (406) 728.1880  
C: (660) 229.0731  
[mattsh@pcimontana.com](mailto:mattsh@pcimontana.com)  
[www.pcimontana.com](http://www.pcimontana.com)

**File Attachments for Item:**

e. Discussion/Decision: Recommendation to the Town Council of an R-2 Zone for Wagon Wheel Townhomes



**Town of Stevensville  
Planning and Zoning Board  
Agenda Item Request**

**To be submitted at least 8 days prior to the scheduled meeting**

|   |  |
|---|--|
| <b>Agenda Item Type:</b>                              | New Business   |
| <b>Person Submitting the Agenda Item:</b>             | Tam Ross   |
| <b>Second Person Submitting the Agenda Item:</b>      | NA   |
| <b>Submitter Title:</b>                               | Planning and Zoning Board Chair  |
| <b>Submitter Phone:</b>                               | 406-777-5271   |
| <b>Submitter Email:</b>                               | tamaracarolfi@gmail.com  |
| <b>Requested P&amp;Z Board Meeting Date for Item:</b> | 05/06/2026   |
| <b>Agenda Topic:</b>                                  | Discussion/Decision: Recommendation to the Town Council of an R-2 Zone for Wagon Wheel Townhomes |
| <b>Backup Documents Attached?</b>                     | NA   |
| <b>If no, why not?</b>                                |  |
| <b>Approved/Disapproved by the Board Chair?</b>       | Approved   |
| <b>If Approved, Meeting Date for Consideration:</b>   | 05/06/2026   |
| <b>Notes:</b>   |  |