

# PROCEEDINGS OF CITY COUNCIL

## MILES CITY, MONTANA

### REGULAR COUNCIL MEETING May 12, 2015

7:00 p.m.

#### CALL TO ORDER

The Regular Council meeting was held Tuesday, May 12, 2015, in the City Hall Conference Room at City Hall, 17 S. 8<sup>th</sup> Street, Miles City, Montana. Mayor C. A. Grenz called the meeting to order. Council Members present were Mark Ahner, Dwayne Andrews, Ken Gardner, Jerry Partridge, Sheena Martin and Susanne Galbraith. Councilpersons John Hollowell and Roxanna Brush were excused.

Also present were City Attorney Dan Rice, Public Works Director Scott Gray, Police Chief Doug Colombik, Fire Chief Gary Warren, Fire Captain Cameron Duffin, Grant Administrator /Historic Preservation Officer Connie Muggli, Grant Writer/Planner in Training Dawn Colton, Flood Plain Administrator/Auto Cad/Assistant PWPV Samantha Malenovsky, and City Clerk/Minute Recorder Lorrie Pearce.

#### PLEDGE OF ALLEGIANCE

Mayor Grenz led the Council in the Pledge of Allegiance.

#### APPROVAL OF COUNCIL & COMMITTEE MINUTES

##### **City Council Minutes: 4/28/2015**

- \*\* *Councilperson Galbraith moved to approve the minutes of the Regular Council Meeting of April 28, 2015, subject to any changes, and seconded by Councilperson Gardner. The motion **passed** by unanimous consent, 6-0.*

##### **Finance Committee Minutes: 4/27/2015**

- \*\* *Councilperson Galbraith moved to approve the minutes of the Finance Committee Meeting of April 27, 2015, subject to any changes, and seconded by Councilperson Andrews. The motion **passed** by unanimous consent, 6-0.*

##### **Finance Committee Minutes: 5/05/2015**

- \*\* *Councilperson Galbraith moved to approve the minutes of the Finance Committee Meeting of May 5, 2015, subject to any changes, and seconded by Councilperson Andrews. The motion **passed** by unanimous consent, 6-0.*

##### **Flood Control Committee Minutes: 5/05/2015**

- \*\* *Councilperson Andrews moved to approve the minutes of the Flood Control Committee Meeting of May 5, 2015, subject to any changes, and seconded by Councilperson Gardner. The motion **passed** by unanimous consent, 6-0.*

#### SCHEDULE MEETINGS

*The following meetings will be held in the City Hall Conference Room:*

- Study Commission: Thursday, May 21st @ 5:15 p.m.

#### REQUEST OF CITIZENS & PUBLIC COMMENT

None

#### APPOINTMENTS

***Lease Administrator:***

Mayor Grenz appointed *Scott Gray* as the Lease Administrator

- \*\*** *After a short discussion, Councilperson Galbraith moved to approve Scott Gray as the **City Park Lease Administrator**, seconded by Councilperson Andrews and passed 5-1, with Councilperson Ahner voting no.*

**PROCLAMATIONS**

None

**STAFF REPORTS**

***Historic Preservation Administrator Connie Muggli:*** Administrator Muggli handed out a thank you letter naming all who donated items and put effort to the play production.

Lilly Cruise, Production Coordinator, reported that the play plus the selling of 50/50 tickets raised approximately \$8,500 for the two nights. There was approximately \$2,000 in expenses, so the approximate amount raised was \$6,000. She did not have the final numbers for Council

**CITY COUNCIL COMMENTS**

***Mark Ahner:*** Asked if the Engineering bid for the Transportation Plan needed to go out for bid, because he understood that the plan was the responsibility of the Montana Department of Transportation.

Planner Colton explained that MDT is assisting the City to make sure the modeling is correct and that MDT receives all the information they need. MDT will be working with the RFP and the Engineer.

***Dwayne Andrews:*** Announced that he will not be present at the next Council meeting.

**MAYOR COMMENTS**

- The house that Wells Fargo is donating to the City should be closed by June 30<sup>th</sup>.
- The training in Billings was time well spent.
- Congratulated John Hollowell for running for Mayor.

**STANDING COMMITTEE RECOMMENDATIONS**

None

**BID OPENINGS**

**Paving Maintenance for District #204 and #205**

One bid was received

- 1.) Century Construction: \$294,000 (District#204 and #205 combined)

- \*\*** *Councilperson Ahner moved to refer the bid to the Finance Committee, seconded by Councilperson Andrews and, on roll call vote, passed unanimously, 6-0. **The bid was referred to the Finance Committee.***

**Safe Route to School Sidewalk**

Three bids were received, as follows:

- 2.) Century Construction: \$253,104  
3.) Millenium: \$291,707.50

4.) White Resource Incorporated: \$315,440

**\*\* Councilperson Ahner moved to refer the bids to the Finance Committee, seconded by Councilperson Andrews and, on roll call vote, passed unanimously, 6-0. The bids were referred to the Finance Committee.**

### **BID AWARDS**

#### **Spray Injection Patcher**

Councilperson Galbraith said that the Finance Committee recommends approving the bid from Normont Equipment for an amount of \$64,885. The bid was \$5000 over the bid received from Crafc0, but if purchased the delivery date would be 25 days compared to 80-90 delivery date for the other. The short delivery date would allow the City to use the patcher this season.

**\*\* Councilperson Galbraith moved to accept the bid from Normont Equipment in the amount of \$64,885, seconded by Councilperson Gardner and, on roll call vote, passed 4-2, with Councilperson Ahner and Partridge voting no. The Bid from Normont Equipment in the amount of \$64,885 was approved.**

#### **Janitorial Proposals**

**\*\* Councilperson Galbraith moved to accept the bid from Dales Cleaning Service in the amount of \$600/month for City Hall, Marilyn Forman in the amount of \$350/month for the Police Offices and Marilyn Forman in the amount of \$250/month for the Garage shop, seconded by Councilperson Andrews and, on roll call vote, passed unanimously, 6-0. The Bid from Dales Cleaning Service in the amount of \$600/month for City Hall, Marilyn Forman in the amount of \$350/month for the Police Office and Marilyn Forman in the amount of \$250/month for the Garage shop was approved.**

### **PUBLIC HEARINGS**

A. **ORDINANCE NO. 1294:** An Ordinance Relating To The Creation Of The Miles City Downtown Urban Renewal District; And Adopting An Urban Renewal Plan, Including A Tax increment Provision

Mayor Grenz called for comments from proponents three times, then opponents three times and, hearing none, the hearing was closed.

B. **RESOLUTION NO. 3794:** A Resolution Pursuant To §7-6-4006 Of The Montana Code Annotated, Authorizing Amendment Of Final Budget For FY 2014-2015 To Appropriate Unanticipated Revenues To Ambulance Fund No. 5510

Mayor Grenz called for comments from proponents three times, then opponents three times and, hearing none, the hearing was closed.

C. **RESOLUTION NO. 3796:** A Resolution Pursuant To 7-6-4006 Of The Montana Code Annotated, Authoring Amendment Of Final Budget For FY 2014-2015 To Increase The Budgeted Amount In Fund #1000-005-420140-214 For The Purchase Of Body Cameras And Office Furniture For The Miles City Police Department

Mayor Grenz called for comments from proponents three times, then opponents three times and, hearing none, the hearing was closed.

## UNFINISHED BUSINESS

### **A. Finance Committee Meeting of 4/27/2015**

- \*\*** *Councilperson Galbraith moved to approve the Finance Committee's recommendation to approve CDBG & DNRC \$17,500 grant match. The motion was seconded by Councilperson Andrews and on roll call vote, passed unanimously 6-0. The grant match from CDBG & DNRC for an amount of \$17,500 passed.*

### **B. ORDINANCE NO. 1289: (Second Reading) An Ordinance Enacting Section 17-114 Of The City Code Of The City Of miles City, Montana, So As To Require Liability Insurance In Specified Amounts Prior To Issuance Of A Park Use Permit**

- \*\*** *Councilperson Galbraith moved to adopt the Ordinance, read by title only, seconded by Councilperson Gardner and, on roll call vote, passed unanimously, 6-0. Ordinance No. 1289 was adopted.*

### **C. ORDINANCE NO. 1294: (Second Reading) An Ordinance Relating To The Creation Of The Miles City Downtown Urban Renewal District; And Adopting An Urban Renewal Plan, Including A Tax Increment Provision**

- \*\*** *Councilperson Gardner moved to adopt the Ordinance, read by title only, seconded by Councilperson Andrews and, on roll call vote, passed unanimously, 6-0. Ordinance No. 1294 was adopted.*

### **D. RESOLUTION NO. 3794: (Second Reading) A Resolution Pursuant To §7-6-4006 Of The Montana Code Annotated, Authorizing Amendment Of Final Budget For FY 2014-2015 To Appropriate Unanticipated Revenues To Ambulance Fund No. 5510**

- \*\*** *Councilperson Galbraith moved to approve the Resolution, read by title only and seconded by Councilperson Andrews. On roll call vote, the motion passed by unanimous consent, 6-0. Resolution No. 3794 passed.*

### **E. RESOLUTION NO. 3796: (Second Reading) A Resolution Pursuant To §7-6-4006 Of The Montana Code Annotated, Authorizing Amendment Of Final Budget For FY 2014-2015 To Increase The Budgeted Amount In Fund # 1000-005-420140-214 For The Purchase Of Body Cameras And Office Furniture For The Miles City Police Department.**

- \*\*** *Councilperson Gardner moved to approve the Resolution, read by title only and seconded by Councilperson Galbraith. On roll call vote, the motion passed by unanimous consent, 6-0. Resolution No. 3796 passed.*

## NEW BUSINESS

### **A. Approval of Site Plan Review: Askin Drilling**

- \*\*** *Councilperson Andrews moved to approve the site plan review for Askin Drilling seconded by Councilperson Galbraith and, on roll call vote, passed unanimously, 6-0. Askin Drilling's site plan review passed.*

### **B. Approval of Site Plan Review: Grace Bible Church**

- \*\*** *Councilperson Gardner moved to approve the site plan review of Grace Bible Church and seconded by Councilperson Ahner. On roll call vote, the motion*

*passed by unanimous consent, 6-0. Grace Bible Church's site plan review passed.*

- C. **ORDINANCE NO. 1295:** *(First Reading)* An Ordinance Amending Ordinances 1073, 1262 And 1277, Revising "Administration Rules Of The City Of Miles City Water And Sewer Services, Accounts, Delinquencies And Termination"

**\*\*** *Councilperson Galbraith moved to approve the Ordinance, read by title only and seconded by Councilperson Andrews. On roll call vote, the motion passed by unanimous consent, 6-0. Ordinance No. 1295 passed on first reading.*

- D. **RESOLUTION NO. 3797:** A Joint Resolution Of The Board Of Commissioners Of Custer County, Montana And The City Council Of Miles City, Montana Authorizing The Custer County/Miles City Flood Protection Project As A Priority And Establishing An Ad Hoc Committee, Hereafter Referred To As The Steering Committee, For This Project

**\*\*** *Councilperson Andrews moved to approve the Resolution, read by title only and seconded by Councilperson Galbraith.*

Councilperson asked for an explanation as to why the City created a Steering Committee versus an Ad Hoc Committee.

Flood Plain Administrator Malenosky explained that the committee will advise both the City and County. This will help with the unity of the entities. She also said that the members of the committee are, Scott Gray, Sheena Martin, Jason Strouf and herself.

*\* On roll call vote, the motion passed by unanimous consent, 6-0.  
Resolution No. 3797 passed.*

- E. **Approval of April Claims**


**\*\*** *Councilperson Martin moved to approve the April claims, seconded by Councilperson Andrews and passed unanimously, 6-0.*

## **ADJOURNMENT**

**\*\*** *Councilperson Galbraith moved to adjourn the meeting, seconded by Councilperson Martin and passed unanimously.*

The meeting was adjourned at 7:53 p.m.

  
C. A. Grenz, Mayor

  
Lorrie Pearce, City Clerk

**ASKIN DRILLING**

**SITE PLAN REVIEW**

## SITE PLAN REVIEW APPLICATION - MILES CITY

The following development proposals in the following zones are subject to site plan review:

4-plex and greater	Residential Zones A, B
4 to 8 units	Residential Zones B, C
8 or greater units	Residential Zones C
Parks, playgrounds, parking and open space and Accessory uses	Residential Zone C
All listed uses	General Commercial (GC), Local Commercial (LC)
All listed uses	Industrial (I), Medical Campus (MC)
All listed uses (new construction only)	Historic Mixed Use (HMU)
Keeping of chickens	All Zones
Animal Rescue or Animal Foster Care	Residential Zones A, B, MH-A; Commercial Zones GC, LC, HC; Open Space (OS); Semi-Rural (SR); Agricultural (AG).

Application Date: 4/6/2015Fee: \$ 110Name of Project: Askin DrillingLocation of Project/Legal Description: Tract 3-2, Hatch Acres TractsPOC # 61560, E 195A, 1/4 Sec 26, T 8 N, R 97 E, P.M.M. Carter County, MT**Contacts**Business Owner Name: Askin Drilling  
Please printContact Name: Doug Askin  
Please printAddress: 60 Green Acres Dr.Phone: 234-1749 Cell Phone: 853-1762 Email: \_\_\_\_\_Applicant Name: \_\_\_\_\_  
(If different from owner) **Circle One** Architect/Builder/Engineer/Other

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Descriptive Data**

Total area in acres: 2.17

Existing Zoning: General Commercial

Existing and Proposed Use:

Existing use is for a Drilling Company yard for storage and shops. Proposed use is to build another shop.

If Residential Number of Units and type of Proposed Units: \_\_\_\_\_

If Commercial/Industrial Number of Buildings together with Square Footage and Stories/Height of each:

2 existing one story shops (3750 sq ft) and (4000 sq ft)


**Materials/Information to be submitted with this application (minimum requirements)**

\*10 Copies of the following:

1. Application form and site plan review fee
2. Vicinity Map showing location of proposed project (8 ½ x 11)
3. (8 ½ x 11) copy of the Site Plan at a suitable scale (example: 1 inch = 10 feet) with the following information:
  - a. Boundary line of property with dimensions and a north arrow indicator
  - b. Topography contours at a minimum interval of 2 feet or as determined by the planning department
  - c. Water bodies, floodplain, and wetlands
  - d. Adjacent streets and street rights-of-ways to a distance of 150 feet from the subject property, including existing and proposed improvements such as curb, gutter, sidewalks, and bike paths
  - e. Parking facilities, including bicycle racks, landscaping, drainage, lighting, handicap-accessible parking, typical dimensions (including labeling angles for angled parking), traffic flow on-site, ingress and egress points, driveways, and paving details
  - f. All existing and proposed structures, including exterior dimensions and setback distances to the wall line of all structures
  - g. Grading and storm drainage plans and calculations, including any proposed retention walls
  - h. Utilities and utility easements, existing and proposed
  - i. Location of fire hydrants, fire lanes and turnarounds
  - j. Exterior refuse collection areas
  - k. Signage plans (if any)
  - l. Elevation plans or side profiles for structures with dimensions for building heights, including dimension from the top of the roof peak to the average grade at the front of the building.
  - m. An analysis of traffic generation, trip distribution and the impacts of the proposed land use on the transportation facilities serving the area if the proposed land use is estimated to generate 400 or more average daily vehicle trips (ADT), or if requested by the administrator.
4. (8 ½ x 11) copy of the Landscaping Plan



5. Proposed signage – at a minimum must indicate location and size and an indication of what materials and lighting are proposed. (This may be separate or shown on the site plan and/or bldg elevations)

Property Owner Signature:  Date: 4-6-15

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(If different from owner)

\*1 copy of the submittal requirements may be provided to the Zoning Administrator to determine sufficiency per Miles City Code of Ordinances Section 24-96(e) through (f).

Property Record Card

Summary

Primary Information

Property Category: RP  
Geocode: 14-1740-26-2-04-14-0000  
Primary Owner:  
ASKIN RONALD L DRILLING  
60 GREEN ACRES DR  
MILES CITY, MT 59301-9128

Subcategory: Real Property  
Assessment Code: 000RFC0015  
PropertyAddress: HIGHWAY 12  
MILES CITY, MT 59301  
COS Parcel:

NOTE: See the Owner tab for all owner information

Certificate of Survey:

Subdivision: HATCH ACRES TRACTS

Legal Description:

HATCH ACRES TRACTS, S26, T08 N, R47 E, Lot 003, TR 3-2

Last Modified: 3/14/2015 5:49:09 AM

General Property Information

Neighborhood: 007  
Living Units: 0  
Zoning: 6  
Linked Property:

Property Type: CR - Commercial Rural  
Levy District: 14-1172-1R  
Ownership %: 100

No linked properties exist for this property

Exemptions:

No exemptions exist for this property

Condo Ownership:

General: 0

Limited: 0

Property Factors

Topography: 1  
Utilities: 7, 4  
Access: 2  
Location: 4 - Commercial Area

Fronting: 1 - Major Strip or Central Business District  
Parking Type:  
Parking Quantity:  
Parking Proximity:

Land Summary

Land Type	Acres	Value
Grazing	0.000	00.00
Fallow	0.000	00.00
Irrigated	0.000	00.00
Continuous Crop	0.000	00.00
Wild Hay	0.000	00.00
Farmsite	0.000	00.00
ROW	0.000	00.00
NonQual Land	0.000	00.00
Total Ag Land	0.000	00.00
Total Forest Land	0.000	00.00
Total Market Land	2.170	00.00

Deed Information:

Deed Date	Book	Page	Recorded Date	Document Number	Document Type
12/14/2006	1	36681			

Owners

Party #1

Default Information:

ASKIN RONALD L DRILLING  
60 GREEN ACRES DR

Ownership %:

100

Primary Owner:

"Yes"

Interest Type:

Conversion

Last Modified:

1/27/2012 12:28:52 PM

Other Names

Other Addresses

Name

Type

ASKIN DOUG

C - Contact Name

No other address

Appraisals

Appraisal History

Tax Year	Land Value	Building Value	Total Value	Method
2014	31045	151355	182400	OVR
2013	31045	151355	182400	OVR

Market Land

Market Land Item #1

Method: Acre

Type: 1 - Primary Site

Width:

Depth:

Square Feet: 00

Acres: 2.17

Valuation

Class Code: 2107

Value:

Dwellings

Existing Dwellings

No dwellings exist for this parcel

Other Buildings/Improvements

Outbuilding/Yard Improvement #1

Type: Commercial

Description: CPA2 - Paving, concrete, 4"

Quantity: 1

Year Built: 1976

Grade:

Condition:

Functional: 3-Normal

Class Code: 3307

Dimensions

Width/Diameter:

Length:

Size/Area: 1544

Height:

Bushels:

Circumference:

Outbuilding/Yard Improvement #2

Type: Commercial

Quantity: 1

Condition:

Dimensions

Width/Diameter: 24

Height:

Description: CGF1 - Garage, detached, frame, finished - low cost

Year Built: 1982

Functional: 3-Normal

Length: 34

Bushels:

Grade:

Class Code: 3307

Size/Area: 816

Circumference:

Outbuilding/Yard Improvement #3

Type: Commercial

Quantity: 1

Condition:

Dimensions

Width/Diameter: 30

Height:

Description: CPA2 - Paving, concrete, 4"

Year Built: 2005

Functional: 3-Normal

Length: 50

Bushels:

Grade:

Class Code: 3307

Size/Area: 1500

Circumference:

Commercial

Existing Commercial Buildings

Building Number	Building Name	Structure Type	Units/Bldg	YearBuilt	
1		398 - Warehouse	1	1976	<a href="#">View</a>
1		398 - Warehouse	1	2005	<a href="#">View</a>

General Building Information

Building Number: 1

Units/Building: 1

Grade: A

Class Code: 3307

Building Name:

Identical Units: 1

Year Built: 1976

Effective Year: 0

Structure Type: 398 - Warehouse

Year Remodeled: 0

Percent Complete: 0

Interior/Exterior Data Section #1

Level From: 01

Level To: 01

Use Type: 045 - Warehouse

Dimensions

Area: 4,000

Perimeter: 280

Use SK Area: 0

Wall Height: 14

Features

Exterior Wall Desc: 07 - Metal, light

% Interior Finished: 100

AC Type: 0-None

Physical Condition: 3-Normal

Construction: 4-Pre-engineered Steel

Partitions: 1-Below Normal

Plumbing: 0-None

Functional Utility: 3-Normal

Economic Life: 40

Heat Type: 0-None

Building Other Features

No other features exist for this interior/exterior detail

Interior/Exterior Data Section #2

Level From: 01

Level To: 01

Use Type: 045 - Warehouse

Dimensions

Area: 3,750

Perimeter: 200

Use SK Area: 0

Wall Height: 16

Features

Exterior Wall Desc: 07 - Metal, light

% Interior Finished: 100

AC Type: 0-None

Physical Condition: 3-Normal

Construction: 4-Pre-engineered Steel

Partitions: 2-Normal

Plumbing: 2-Normal

Functional Utility: 3-Normal

Economic Life: 40

Heat Type: 3-Unit or Space Heaters



SEARCH



DATA



TOOLS

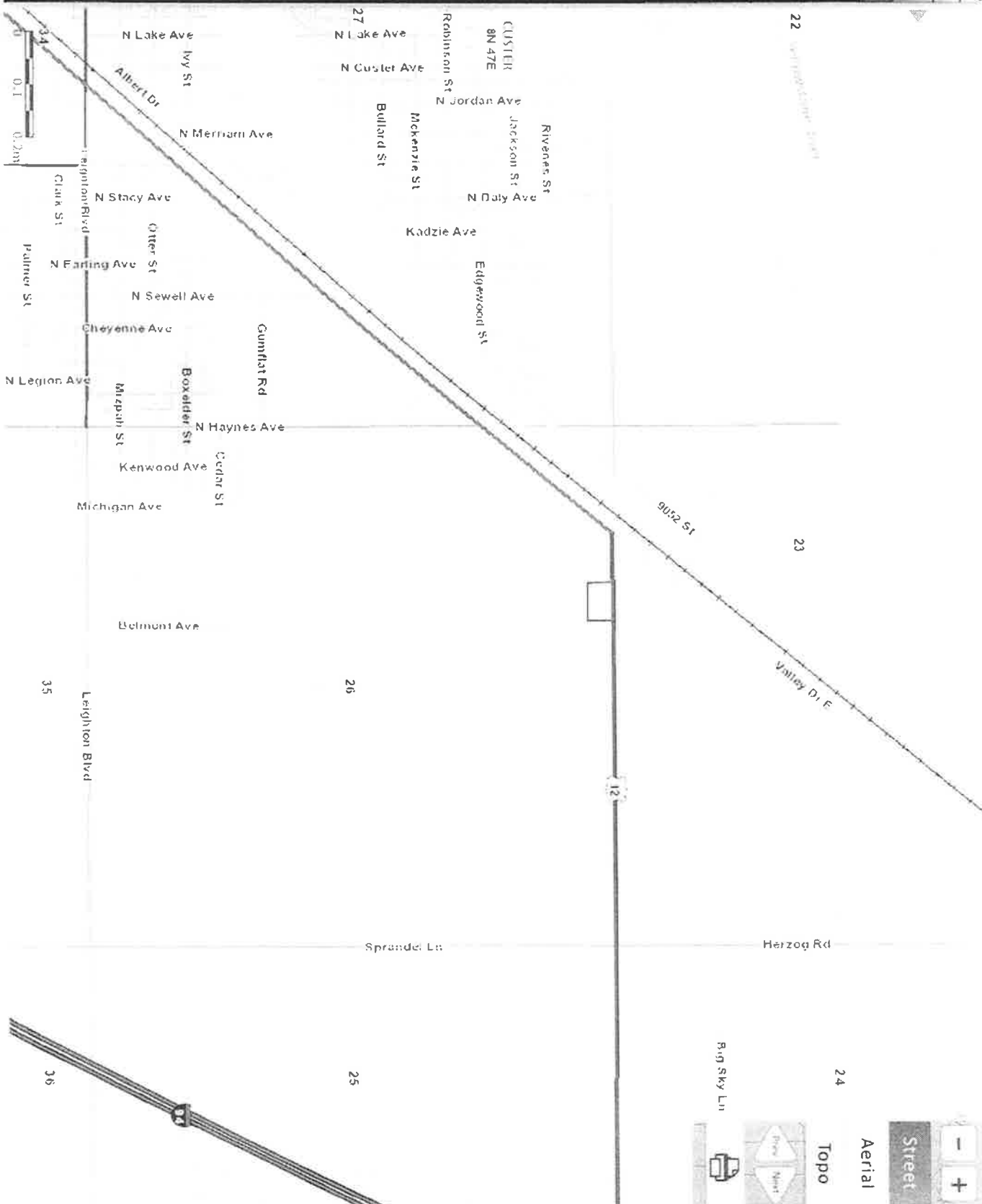


LEGEND



HELP

DISCLAIMER



Friday, March 20, 2015 9:29:36 AM -

+

-

Street

Aerial

Topo

Print

Next

Previous

Montana Cadastral

SEARCH

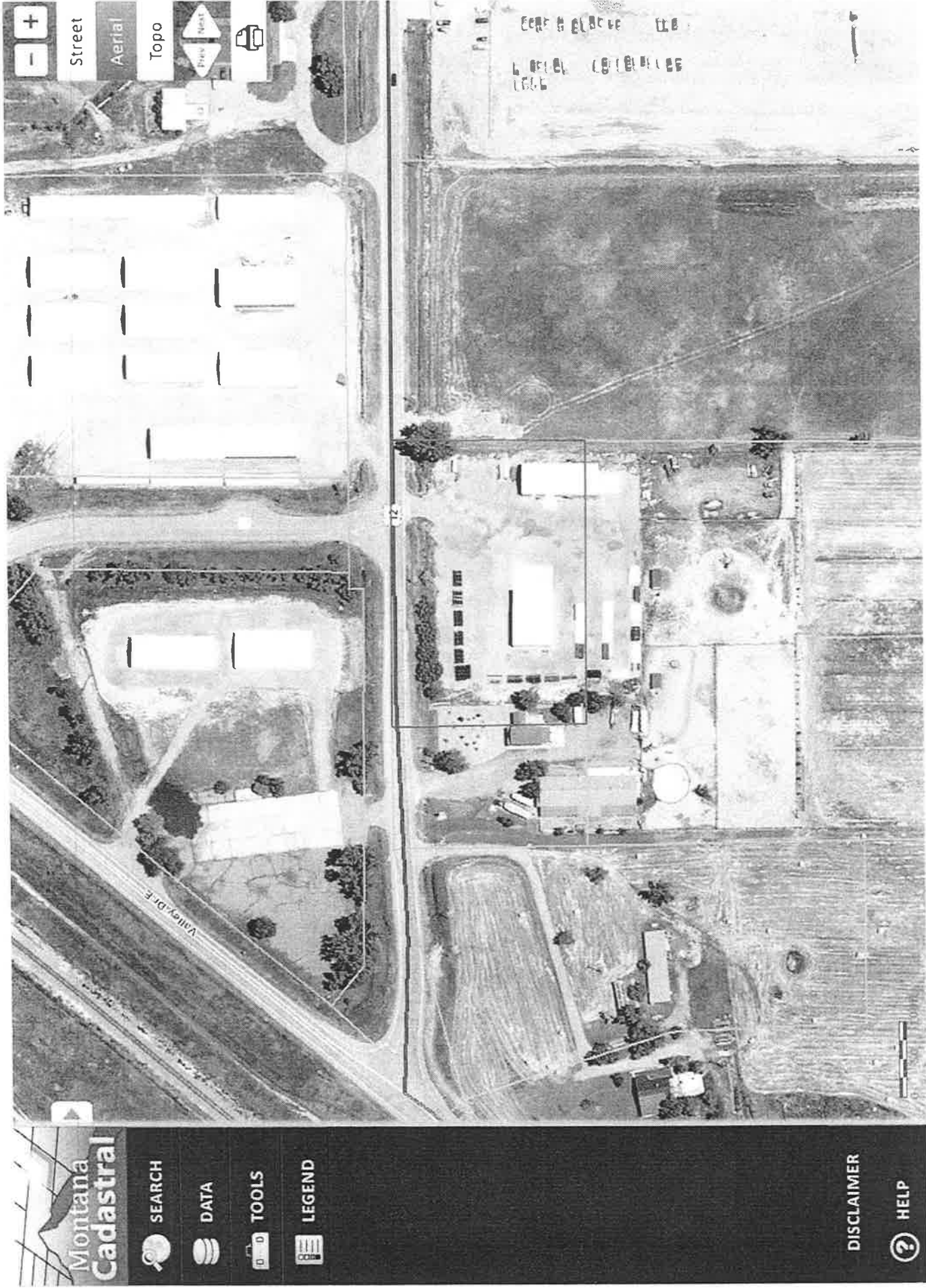
DATA

TOOLS

LEGEND

DISCLAIMER

HELP



DISCLAIMER

HELP

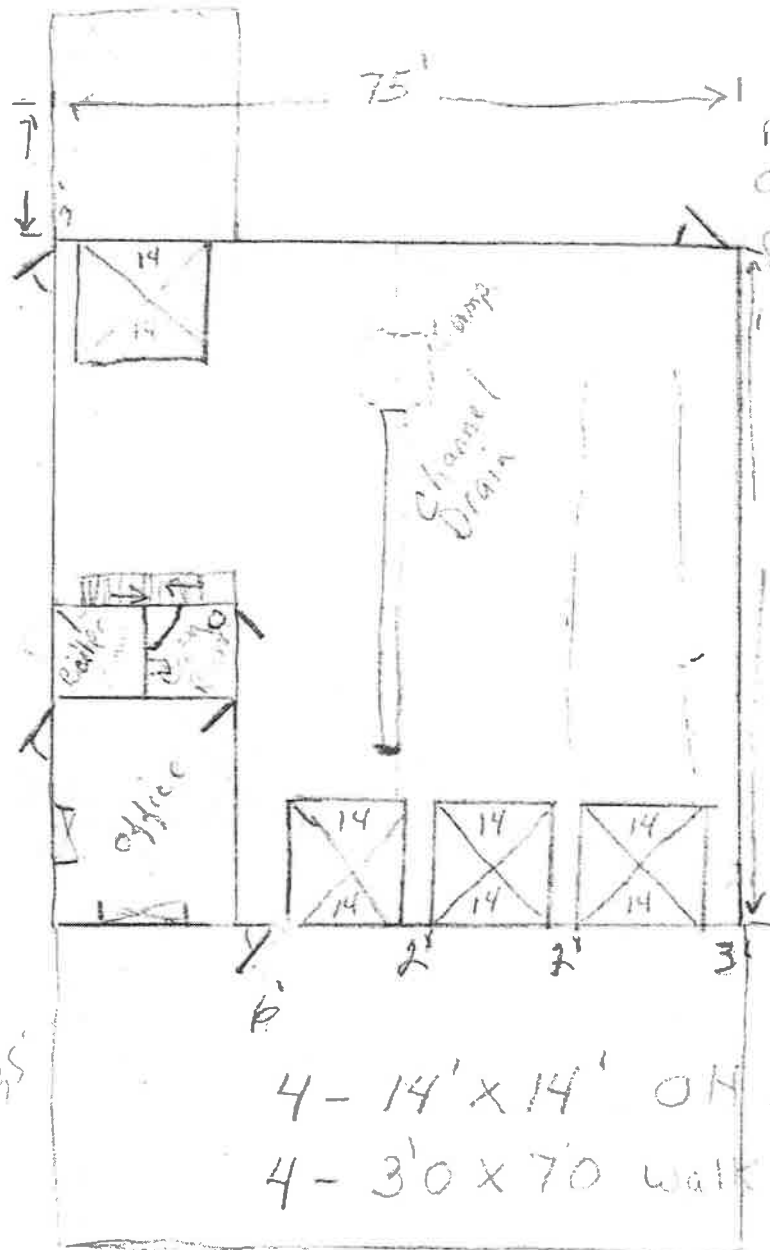
- Askins - - may Sheet First 8' w/plywood  
 Shop - - all tin Panel hinner

- Concrete Drawing - Phil Green
- State Permit - Quinlan
- need Plot Plan

839 9151  
 Cel 672-8798

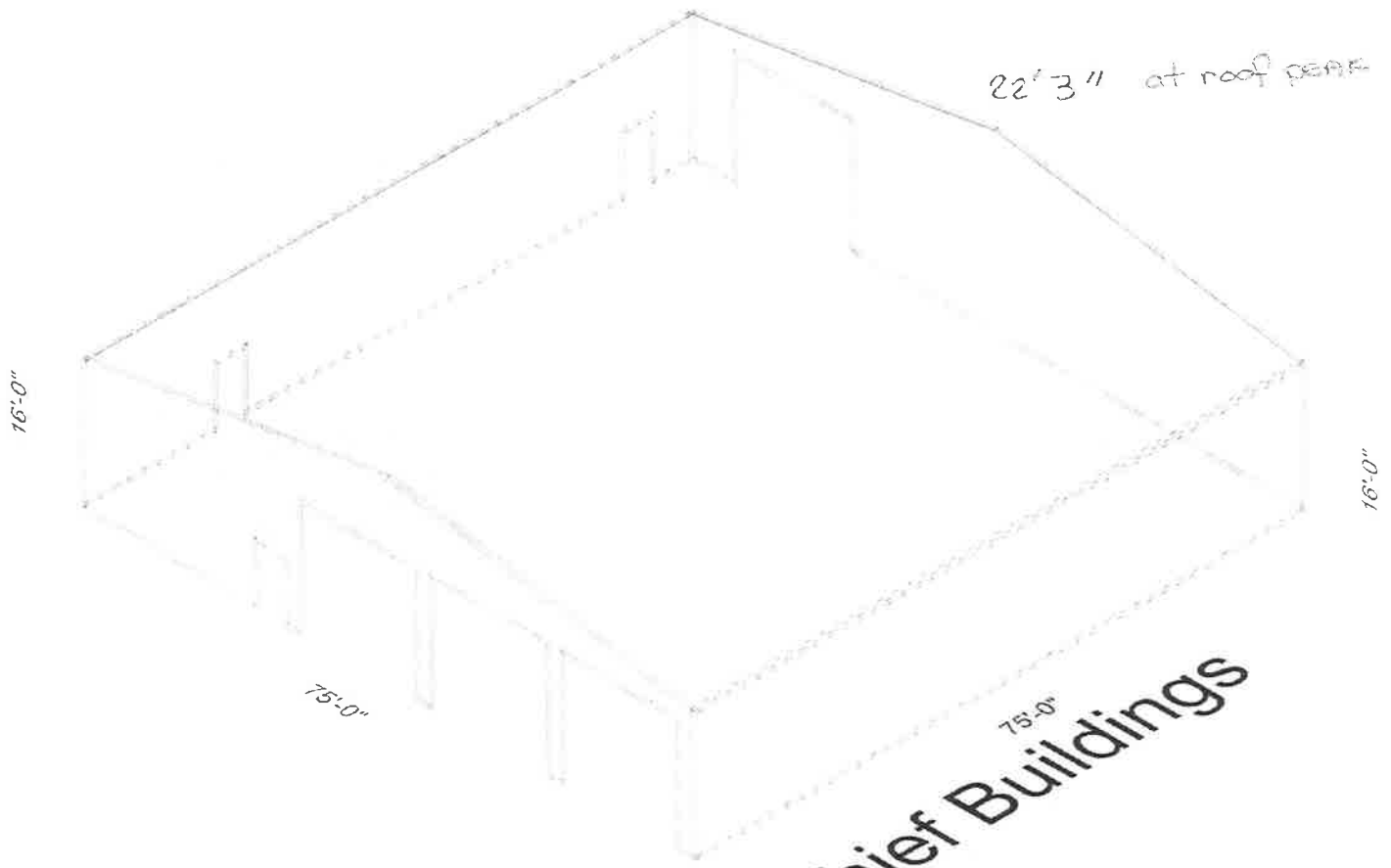
6" Heated Floor  
 w/ 3" Blue Board

- min- 125# Load
- 3" Foam on outside of Concrete or ICF's



= 5625 sq ft  
 Bath - 100  
 Office - 500  
 Boiler 100  
 main - 4925 sq ft  
 Rooms

4 - 14' x 14' OH D  
 4 - 3'0 x 7'0 walk Doors



Chief Buildings



TRACT 3-2 Asking Drilling New Shop

Custer County, MT

REQUIRED STORMWATER RETENTION VOLUME:

RELATIVE IMPERVIOUSNESS FACTORS:

PAVED AREAS/STRUCTURES	=	(C Range)	(C Used)
		(0.8-0.9)	0.9
GRAVELED AREAS	=	(0.35-0.8)	0.8
UNIMPROVED RANGELAND	=	(0.15-0.4)	0.3
LANDSCAPED (lawn, shrubs, trees)	=	(0.1-0.3)	0.1

2 YEAR - 24 HOUR EVENT:

i	1.41 in	Miles City
T	86400 sec/day	

NEW SITE LAYOUT

AREAS:		AREA (Ft2)	
TOTAL AREA OF WATERSHED	=	95,109 sq. ft.	2.18 acres
PAVED AREAS/STRUCTURES	=	19474.00 sq. ft.	0.45 acres
GRAVELED AREAS	=	75635.00 sq. ft.	1.74 acres
UNIMPROVED	=	0.00 sq. ft.	0.00 acres
LANDSCAPED	=	0.00 sq. ft.	0.00 acres
TOTAL	=	95109.00 sq. ft.	2.18 acres

EXISTING SITE LAYOUT

AREA (Ft2)	
10724.00 sq. ft.	0.25 acres
84365.00 sq. ft.	1.94 acres
0.00 sq. ft.	0.00 acres
0.00 sq. ft.	0.00 acres
95109.00 sq. ft.	2.18 acres

VOLUMES REQUIRED:

Volume of runoff = (C\*I\*A)\*T  
Total Volume Difference = New Volume - Existing Volume

PAVED AREAS/STRUCTURES	=	49016.34 C.F.	1815.42 C.Y.
GRAVELED AREAS	=	169221.70 C.F.	6267.47 C.Y.
UNIMPROVED	=	0.00 C.F.	0.00 C.Y.
LANDSCAPED	=	0.00 C.F.	0.00 C.Y.
TOTAL VOLUME	=	218238.04 C.F.	8082.89 C.Y.
FLOW IN C.F.S.	=	253 C.F.S.	

26992.47 C.F.	999.72 C.Y.
188798.48 C.F.	6992.54 C.Y.
0.00 C.F.	0.00 C.Y.
0.00 C.F.	0.00 C.Y.
215790.94 C.F.	7992.26 C.Y.
250 C.F.S.	

TOTAL VOLUME DIFFERENCE

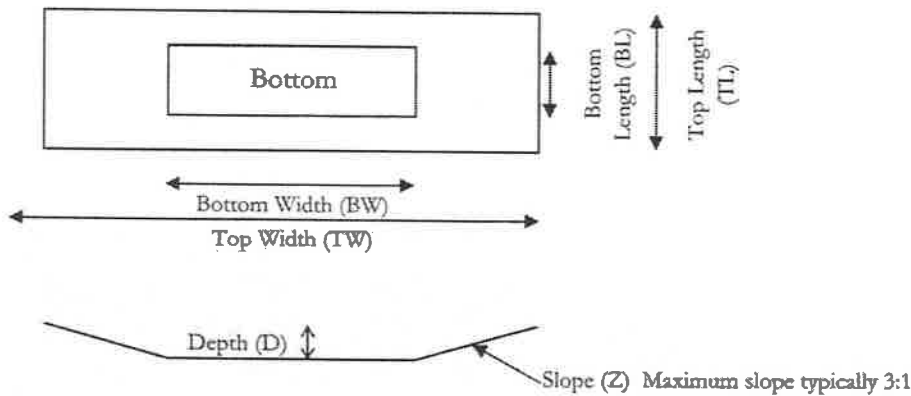
2,447 C.F.

TOTAL ALLOWABLE RUNOFF IN C.F.S.

0.0283 C.F.S.

Assumptions		
Paved Area/Structure=	5625	sq. ft./home
Landscaping=	0	sq. ft./home
Graveled Areas=	10450	sq. ft./home
Number of Homes in Zone		

Volume Calculation  
For a Square or Rectangular Flat Bottom and Top pit



**VOLUME CALCULATION FORMULA**  

$$V = \frac{4 \times Z^2 \times D^3}{3} + [Z \times BL \times D^2] + [Z \times BW \times D^2] + [BW \times BL \times D]$$

	1	2	3	4	5	6	7	8
Dimension Option	BW	BL	D	Z	TW	TL	Volume (ft3)	Volume (gallons)
5 ac tract	5	105	2	3	17	117	2,466	18,446
	0	0	0	0	0	0	-	-

Columns 1 through 4 are Variables  
Columns 5 through 8 are Formulas DO NOT CHANGE

*Custer County Water and Sewer District*

713 Pleasant Street  
Miles City, MT 59301  
406-234-1803

April 30, 2015

Dawn Colton  
City of Miles City Planning Department  
Miles City, MT 59301

Re: Sewer service to a new building on the Askin Drilling property along Highway 12  
(Note: this letter replaces the April 20<sup>th</sup> letter regarding this matter).

Dear Dawn:

This letter is in regards to the proposed new building site for Askin Drilling along Highway 12, just east of the intersection with Valley Drive East. Askin Drilling has an existing shop and office at this location and is already connected to the District's sewer that runs through this area. Water service will soon be available, but is my understanding they are only looking for sewer service at this time.

The District's sewer system has adequate available capacity to serve this new building, and they may connect a sewer service to this main. They must coordinate with the District office on the connection to this line and abide by the District's policies in regards to this service.

It's my understanding this new building is on the same parcel of land as are the buildings being served by their existing sewer service; therefore it does not need a separate service line. However, if they are considering subdividing this land in the future so this building could be on a separate parcel that could be sold, we recommend they install a totally separate sewer service, as that would be needed at that time.

If you have any questions on or need further clarification of the above matter, please contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read "Dayton Alsaker", written over a horizontal line.

Dayton Alsaker, Manager  
Custer County Water and Sewer District.

**City Council Staff Report SPR-2015-03 Site Plan Review**  
**Askin Drilling Shop**  
**Meeting Date: May 12, 2015**

**PROJECT SUMMARY:**

Askin Drilling has applied for a building permit to construct a 75' x 75' steel building to serve as a maintenance shop for the business. The property is located just east of the Valley Drive E intersection of Hwy 12, on the south side of the highway. The property is outside of the City Limits. Legal description is Tract 3-2 of the Hatch Acres Tracts. See attached "Vicinity Map".

Significant dates and review items are noted below:

- The applicant has submitted all the required information per 24-96(e).
- The applicant was notified that the application was deemed incomplete on April 10, 2015 and complete on April 20, 2015.
- The Public Hearing was held April 29, 2015 at 6:00 PM in the City Hall Conference Room. Noticing requirements in 24-96(f)(6) were satisfied. No comments were presented at the Public Hearing.

The project satisfies the review criteria in 24-96(g). The following information was adopted as Findings of Fact by the Miles City Planning Board.

- No significant impact on circulation patterns
- Emergency access and fire prevention measures will be reviewed and approved by the Custer County Fire Department and/or the State Fire Marshall.
- No significant impact on local traffic (10 ADT)
- Stormwater will not be discharged to the City storm sewer system. Drainage calculations show that 2,447 ft<sup>3</sup> will need to be stored on the property. A retention pond with 2,466 ft<sup>3</sup> capacity is located on the north side of the proposed shop. Drainage swales will carry runoff to the pond. The drainage plan is designed and stamped by a Professional Engineer (P.E.).
- The applicant has applied for a LOMR-F floodplain permit.
- An on-site well will provide water to the new structure. The applicant is working with the Custer County Water & Sewer District for services. (See letter from CCWSD). A sand/oil separator will be installed for the channel drain. Electrical services are available.
- The site has no historic structures.
- Parking is all on private property. The parking lot will not be paved and no ADA parking is required.
- The use meets all of the General Commercial (GC) zoning code requirements for setbacks, height restrictions, signage, parking standards, and design requirements. The State Building Inspector will review and approve of the building design requirements.
- The proposed use has no significant impacts to neighboring land uses and public facilities.
- There is no additional impact for the fire and police departments as the project area currently receives these services.
- The use complies with the City Zoning requirements.
- The use will not be detrimental to or endanger public health, safety or general welfare.
- The existing and reasonably anticipated permitted uses in the area will not be substantially impaired or diminished by the establishment of the proposed use.

**City Council Staff Report SPR-2015-03 Site Plan Review  
Askin Drilling Shop  
Meeting Date: May 12, 2015**

- Adequate utilities, access ways, drainage, and other necessary site improvements will be provided prior to the use being initiated.
- There are no changes to ingress and egress. The use will not affect traffic congestion on public streets.

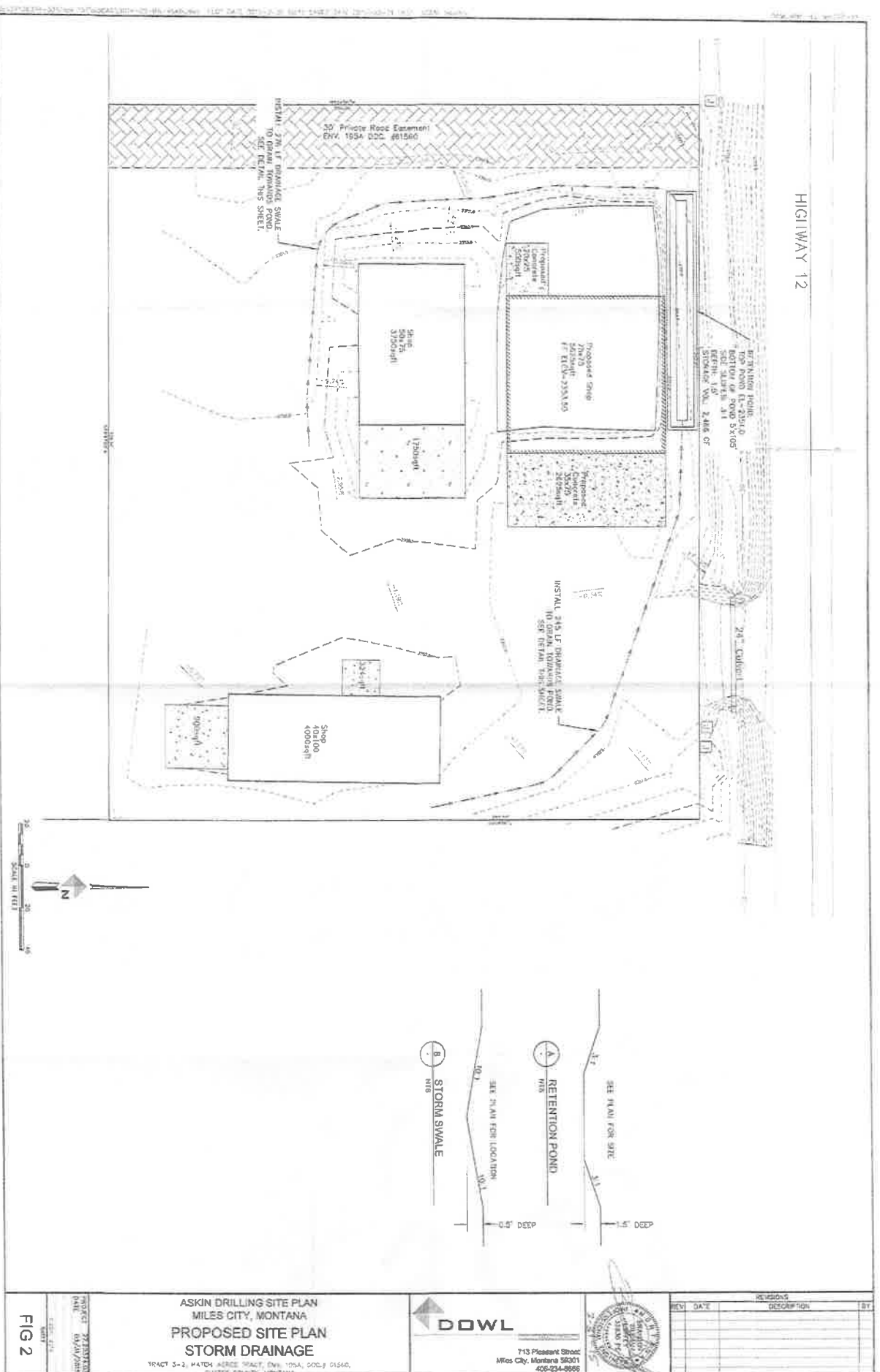
**RECOMMENDATION:**

The Planning Board recommends approval of the proposed project.

**CONDITIONS:**

The following conditions are recommended by the Planning Board:

- ❖ Any modification to the approved application and plans that impact zoning regulations shall require additional review by the City of Miles City.
- ❖ The owner shall maintain adequate parking space for employees at a minimum of one space per employee and reasonably adequate spaces for visitor parking as required by Miles City Code of Ordinances for the General Commercial (GC) District Section 24-59(c)(6).
- ❖ As required by the Custer County Water & Sewer District, the applicant shall complete a 'Waiver of Protest & Consent to Annexation' form.



CITY OF MILES CITY  
MILES CITY PLANNING BOARD  
P.O. BOX 910  
MILES CITY, MT 59301

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April 29, 2015

Mayor Chris Grenz  
City Council Members

**RE: Site Plan Review for Askin Drilling**

The City Planning Board has reviewed the proposed site plan and recommends to the City Council that the proposal be approved subject to the following conditions:

**CONDITIONS:**

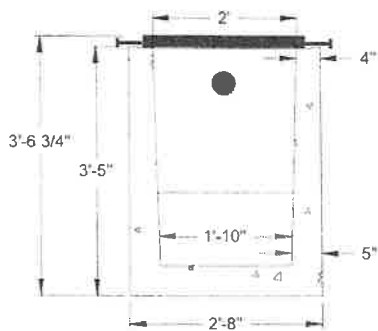
1. Any modification to the approved application and plans that impact zoning regulations shall require additional review by the City of Miles City.
2. The owner shall maintain adequate parking space for employees at a minimum of one space per employee and reasonably adequate spaces for visitor parking as required by Miles City Code of Ordinances for the General Commercial (GC) District Section 24-59(c)(6).
3. As required by the Custer County Water & Sewer District, the applicant shall complete a 'Waiver of Protest & Consent to Annexation form.

Respectfully,

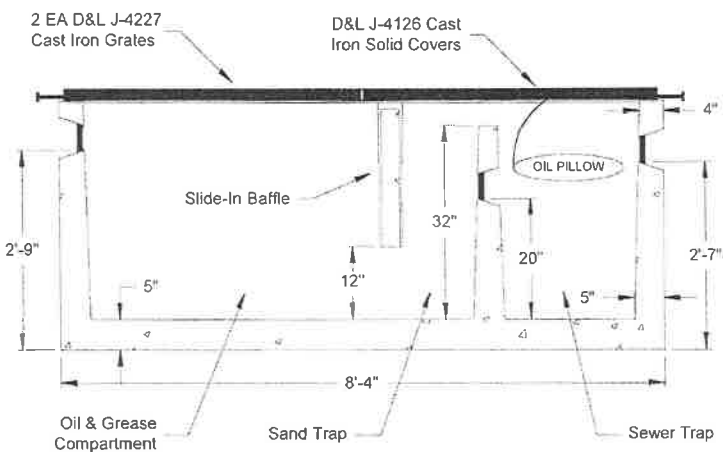


Roxanna Brush, President  
Miles City Planning Board

End View



Cross Section

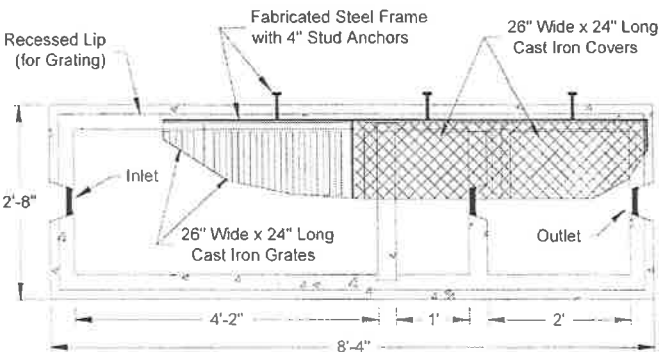


SPECIFICATIONS

**Trap:** Portland Type V (sulfate resistant) cement, 4000 psi (min), Wire mesh reinforcement, Tuf-Tite TS-4Pro seals for inlet and outlet pipe penetrations, Removable seal in baffle wall (remove only if inlet pipe is used).

**Miscellaneous:** 3 EA 24" x 16" x 6" oil sorbent pillows for sewer trap.

**Traffic Rated Steel Frame & Cast Iron Grate & Cover:** 1/4" x 2" steel angle frame with 6 EA 1/2" x 4" concrete anchor studs, 2 EA D&L J-4227 26" wide x 24" long x 1-1/2" thick removable cast iron grates, 2 EA D&L J-4126 26" wide x 24" long x 1-1/2" thick removable cast iron solid covers.



Top View

WEIGHTS: Tank - 5275 lb., Embed Frame & Grate - 760 lb. [ Total All Pieces = 6035 lb. ]

**BILLINGS PRECAST**  
CONCRETE PRODUCTS FOR PLUMBING PROJECTS  
5815 Interstate Avenue, Billings, Montana 59101  
PH (406) 656-6088 FAX (406) 656-4942  
www.billingsprecast.com

DWG. NO. **BPSO250GH20**  
250 Gallon Sand / Oil Separator  
-with H-20 Steel Frame & Cast Iron Grate

SCALE: NONE	DATE: 7-26-11	REV: A	WDB
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Vicinity Map



# **GRACE BIBLE CHURCH**

## **SITE PLAN REVIEW**

## SITE PLAN REVIEW APPLICATION - MILES CITY

RECEIVED APR 8 2015

The following development proposals in the following zones are subject to site plan review:

4-plex and greater	Residential Zones A, B
4 to 8 units	Residential Zones B, C
8 or greater units	Residential Zones C
Parks, playgrounds, parking and open space and Accessory uses	Residential Zone C
All listed uses	General Commercial (GC), Local Commercial (LC)
All listed uses	Industrial (I), Medical Campus (MC)
All listed uses (new construction only)	Historic Mixed Use (HMU)
Keeping of chickens	All Zones
Animal Rescue or Animal Foster Care	Residential Zones A, B, MH-A; Commercial Zones GC, LC, HC; Open Space (OS); Semi-Rural (SR); Agricultural (AG).

Application Date: 4/7/2015Fee: 710<sup>00</sup>Name of Project: Grace Bible Bus Barn

Location of Project/Legal Description:

Michels Addition, S35, T08N, R47E, TR18A Michels Tracts 111COS 136448 ENV 457B**Contacts**Business Owner Name: Grace Bible Church

Please print

Contact Name: Dave Phipps

Please print

Address: 3706 BatchelorMiles City MT 59701Phone: 406 234 6157 Cell Phone: 406 853-2829 Email: phippsconstruction@gmail.comApplicant Name: Grace Bible Church(If different from owner) Non-profitCircle One Architect/Builder/Engineer OtherAddress: 3505 StowerMiles City MT 59701Phone: 232-5787 Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Descriptive Data**

Total area in acres: 51 Existing Zoning: 2

Existing and Proposed Use:

Parking - Bus Barn

If Residential Number of Units and type of Proposed Units: \_\_\_\_\_

If Commercial/Industrial Number of Buildings together with Square Footage and Stories/Height of each:

1 - 6000 SF 1 story 26' High

**Materials/Information to be submitted with this application (minimum requirements)**

\*10 Copies of the following:

1. Application form and site plan review fee
2. Vicinity Map showing location of proposed project (8 ½ x 11)
3. (8 ½ x 11) copy of the Site Plan at a suitable scale (example: 1 inch = 10 feet) with the following information:
  - a. Boundary line of property with dimensions and a north arrow indicator
  - b. Topography contours at a minimum interval of 2 feet or as determined by the planning department
  - c. Water bodies, floodplain, and wetlands
  - d. Adjacent streets and street rights-of-ways to a distance of 150 feet from the subject property, including existing and proposed improvements such as curb, gutter, sidewalks, and bike paths
  - e. Parking facilities, including bicycle racks, landscaping, drainage, lighting, handicap-accessible parking, typical dimensions (including labeling angles for angled parking), traffic flow on-site, ingress and egress points, driveways, and paving details
  - f. All existing and proposed structures, including exterior dimensions and setback distances to the wall line of all structures
  - g. Grading and storm drainage plans and calculations, including any proposed retention walls
  - h. Utilities and utility easements, existing and proposed
  - i. Location of fire hydrants, fire lanes and turnarounds
  - j. Exterior refuse collection areas
  - k. Signage plans (if any)
  - l. Elevation plans or side profiles for structures with dimensions for building heights, including dimension from the top of the roof peak to the average grade at the front of the building.
  - m. An analysis of traffic generation, trip distribution and the impacts of the proposed land use on the transportation facilities serving the area if the proposed land use is estimated to generate 400 or more average daily vehicle trips (ADT), or if requested by the administrator.
4. (8 ½ x 11) copy of the Landscaping Plan

5. Proposed signage – at a minimum must indicate location and size and an indication of what materials and lighting are proposed. (This may be separate or shown on the site plan and/or bldg elevations)

Property Owner Signature: Grace Bible Church Date: 4/6/2015

Applicant Signature: Dave Phijon / for Grace Bible Date: 4/6/2015  
(If different from owner)

\*1 copy of the submittal requirements may be provided to the Zoning Administrator to determine sufficiency per Miles City Code of Ordinances Section 24-96(e) through (f).

**City Council Staff Report  
SPR-2015-04 Site Plan Review  
Grace Bible Church Bus Barn  
Meeting Date: May 12, 2015**

**PROJECT SUMMARY:**

Grace Bible Church has applied for a building permit to construct a 100' x 50' steel building to house up to 5 school buses. The property is located north and east of the Grace Bible Church, on the north side of Batchelor Street. The property is outside of the City Limits. See attached "Vicinity Map".

Significant dates and review items are noted below:

- The applicant has submitted all the required information per 24-96(e).
- The applicant was notified that the application was deemed complete and sufficient on April 10, 2015.
- The Public Hearing was held April 29, 2015 at 6:00 PM in the City Hall Conference Room. Noticing requirements of 24-96(f)(6) were satisfied. Three people spoke in favor of the project at the Public Hearing.

The project is also satisfies the review criteria in 24-96(g). The following information shall be considered as Findings of Fact.

- There is no significant impact on circulation patterns.
- Emergency access and fire prevention measures will be reviewed and approved by the Custer County Fire Department and/or the State Fire Marshall. A fire hydrant is within 300 ft of the proposed structure.
- No significant impact on local traffic (10 trips per week)
- Stormwater will not be released into the City storm sewer system. The Custer County DEQ representative has reviewed and approved the storm drainage retention plan. Infiltration chambers will be utilized to catch runoff from the downspouts on the building. The DEQ representative will continue working with the applicant as the project progresses.
- The building will not have water or sewer services. Electrical services are available.
- There are no historic structures on the property.
- There is no significant parking impact. The parking lot will not be paved and no ADA parking is required.
- The use meets all of the Residential B zoning code requirements for setbacks, height restrictions, signage, parking standards, and design requirements. The State Building Inspector will review and approve the building design requirements.
- The proposed use has no significant impacts to neighboring land uses and public facilities.
- There is no additional impact for the fire and police departments as the project area currently receives these services.
- The use complies with the City Zoning requirements.
- The use will not be detrimental to or endanger public health, safety or general welfare.
- The existing and reasonably anticipated permitted uses in the area will not be substantially impaired or diminished by the establishment of the proposed use.
- Adequate utilities, access ways, drainage, and other necessary site improvements will be provided prior to the use being initiated.
- Adequate ingress and egress is designed to minimize traffic congestion on public streets.

**City Council Staff Report  
SPR-2015-04 Site Plan Review  
Grace Bible Church Bus Barn  
Meeting Date: May 12, 2015**

**RECOMMENDATION:**

The Planning Board recommends approval of the proposed project.

**CONDITIONS:**

The Planning Board recommends the following conditions of approval:

- ❖ Any modification to the approved application and plans that impact zoning regulations shall require additional review by the City of Miles City.
- ❖ The owner shall maintain adequate parking space for employees at a minimum of one space per employee and reasonably adequate spaces for visitor parking as required by Miles City Code of Ordinances for the General Commercial (GC) District Section 24-59(c)(6).



CITY OF MILES CITY  
MILES CITY PLANNING BOARD  
P.O. BOX 910  
MILES CITY, MT 59301

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April 29, 2015

Mayor Chris Grenz  
City Council Members

**RE: Site Plan Review for Grace Bible Church Bus Barn**

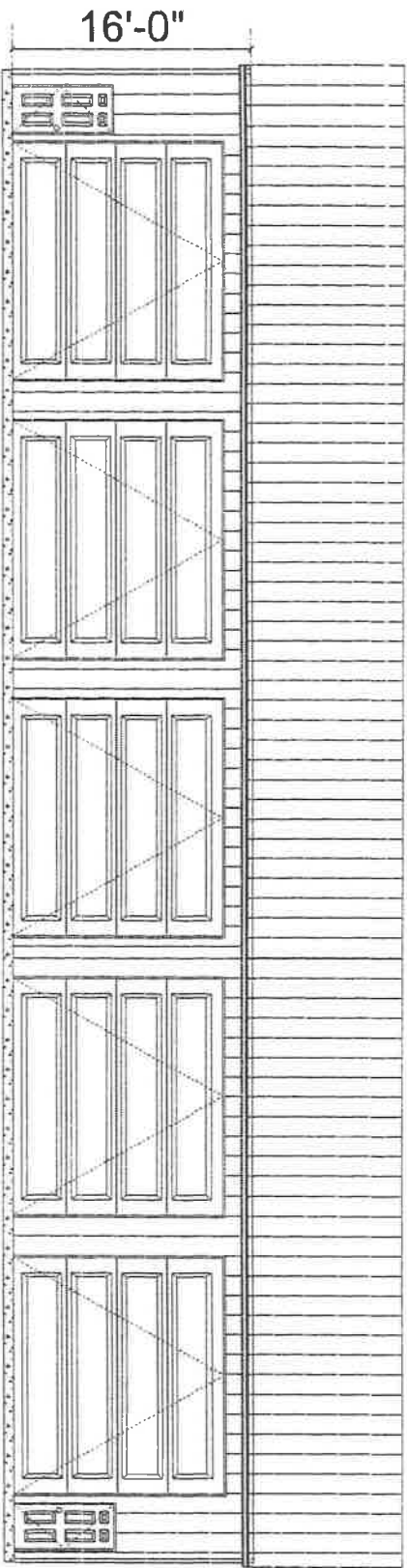
The City Planning Board has reviewed the proposed site plan and recommends to the City Council that the proposal be approved subject to the following conditions:

**CONDITIONS:**

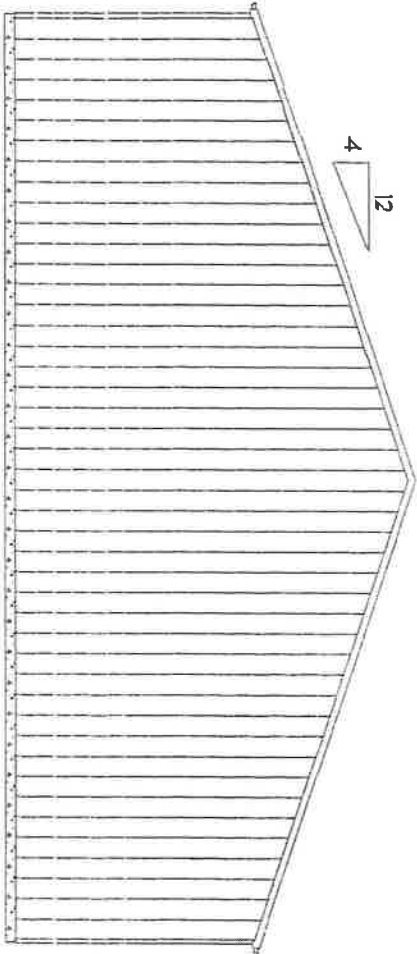
1. Any modification to the approved application and plans that impact zoning regulations shall require additional review by the City of Miles City.
2. The owner shall maintain adequate parking space for employees at a minimum of one space per employee and reasonably adequate spaces for visitor parking as required by Miles City Code of Ordinances for the General Commercial (GC) District Section 24-59(c)(6).

Respectfully,

Roxanna Brush, President  
Miles City Planning Board

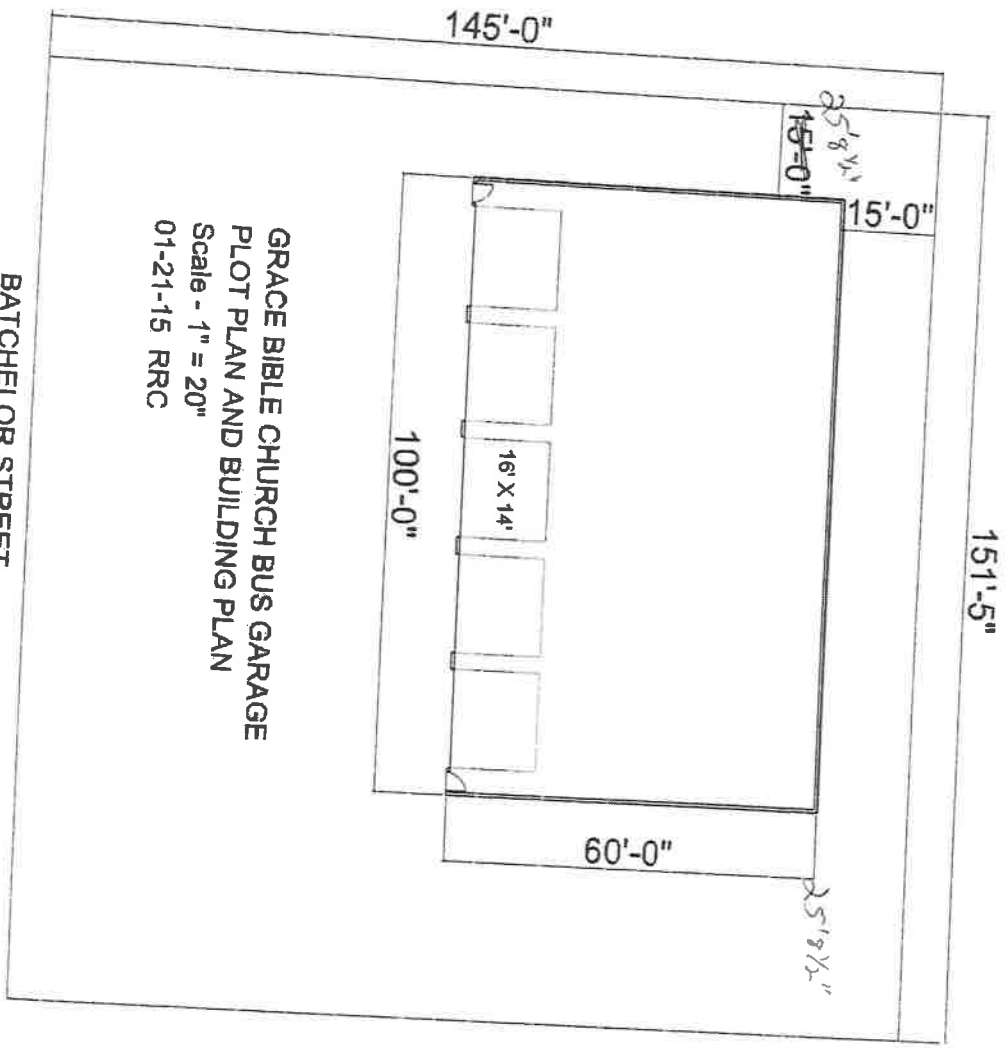


FRONT ELEVATION



LEFT and RIGHT ELEVATIONS

GRACE BIBLE CHURCH  
BUS GARAGE  
Scale 1/8" = 1'  
01-21-15 RRC



GRACE BIBLE CHURCH BUS GARAGE  
PLOT PLAN AND BUILDING PLAN  
Scale - 1" = 20"  
01-21-15 RRC

BATCHELOR STREET

136677 Fee: \$11.00  
Custer County Recorded 12/13/2006 At 3:42 PM  
Marie Wehri, Ck & Rdr By *John & Paula Scheuerling*  
Return to: John & Paula Scheuerling 3523 Batchelor Street  
Missoula, MT 59801

SET SURVEY  
ALUMINUM C  
STAMPED "G"

*OLD Gas line  
OK to build by  
MDU*

TRACT 19

SET SURVEY MONUMENT  
ALUMINUM CAP ON 18" #5 REBAR  
STAMPED "GUENZL-MEYER 9419LS"

S 89°49'00" E

68.00'

151.41'

145.00'

78.25'

N 00°29'00" E

25' SETBACK

CENTERLINE M.D.U. GASLINE  
PER PLAT OF MICHELS TRACT III  
(THIRD FILING)

LOT 18A  
0.50 ACRES

*1/3*

151.41'

N89°49'00"W

SET SURVEY  
ALUMINUM C/  
STAMPED "GL"

BATCHEL  
(60' PUBLIC F



GRAPHIC SCALE



( IN FEET )

1 inch = 30 ft.

1 of 18 \		Grace Bible		REQUIRED STORMWATER DETENTION VOLUME:	
RELATIVE IMPERVIOUSNESS FACTORS:				(C Range)	(C Used)
PAVED AREAS/STRUCTURES	=	(0.8-0.9)		0.9	
GRAVELED AREAS	=	(0.35-0.8)		0.8	
UNIMPROVED RANGELAND	=	(0.15-0.4)		0.3	
LANDSCAPED (awn, shrubs,trees)	=	(0.1-0.3)		0.1	
2 YEAR - 1 HOUR EVENT:					
	i	0.86 in/hr	Miles City		
	T	3600 sec/hr			
NEW SITE LAYOUT					
AREAS:		AREA (ft2)		EXISTING SITE LAYOUT	
TOTAL AREA OF WATERSHED	=	22,040 sq. ft.	0.51 acres	AREA (ft2)	
PAVED AREAS/STRUCTURES	=	6000.00 sq. ft.	0.14 acres	sq. ft.	0.00 acres
GRAVELED AREAS	=	16040.00 sq. ft.	0.37 acres	22040.00 sq. ft.	0.51 acres
UNIMPROVED	=	0.00 sq. ft.	0.00 acres	sq. ft.	0.00 acres
LANDSCAPED	=	0.00 sq. ft.	0.00 acres	sq. ft.	0.00 acres
TOTAL	=	22040.00 sq. ft.	0.51 acres	22040.00 sq. ft.	0.51 acres
VOLUMES REQUIRED:					
Volume of runoff = (C*I*A)*T					
Total Volume Difference = New Volume - Existing Volume					
PAVED AREAS/STRUCTURES	=	383.80 C.F.	14.21 C.Y.	0.00 C.F.	0.00 C.Y.
GRAVELED AREAS	=	912.02 C.F.	33.78 C.Y.	1253.18 C.F.	46.41 C.Y.
UNIMPROVED	=	0.00 C.F.	0.00 C.Y.	0.00 C.F.	0.00 C.Y.
LANDSCAPED	=	0.00 C.F.	0.00 C.Y.	0.00 C.F.	0.00 C.Y.
TOTAL VOLUME	=	1295.82 C.F.	47.99 C.Y.	1253.18 C.F.	46.41 C.Y.
FLOW IN C.F.S.	=	0.36 C.F.S.		0.35 C.F.S.	
TOTAL VOLUME DIFFERENCE	=	43 C.F.	1.58 C.Y.		
TOTAL FLOW IN C.F.S.	=	0.0118 C.F.S.			
Assumptions					
Paved Area/Structure=	6000	sq.ft/home			
Landscaping=	0	sq.ft/home			
Graveled Areas=	16040	sq.ft/home			
Number of Homes in Zone	1				

High Capacity Chamber	34.75" x 18"
Size (N x L) Capacity	30lbs
Weight	100gals./13.8 B3
Storage Capacity	Loose Stored
Loose Stored	Standard Height - 10"

Typical Height or Structure

3000 sq ft floor area

(C) 1A/1

42.95' 0" = 027 dts

or 04d4' 0" = 017 gys

9d4' / 13.8d = 0.8 b chambers

Required In-Plant Facility per Heme

8 HC Chambers

2 Chambers @ each corner of Home or Structure or

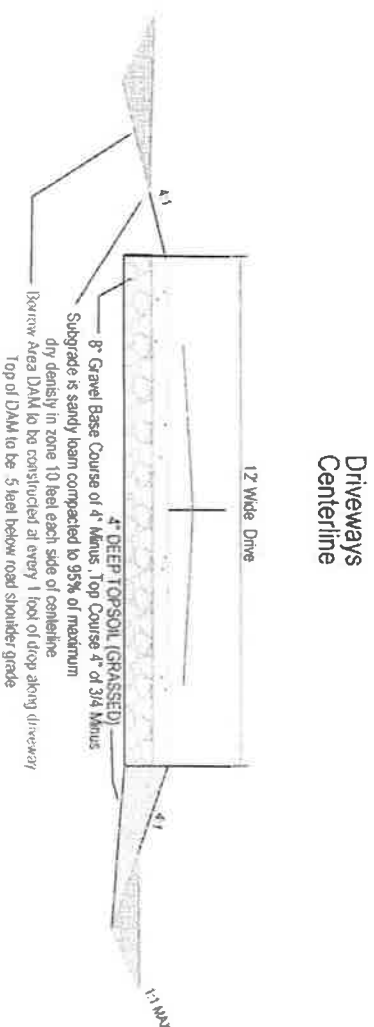
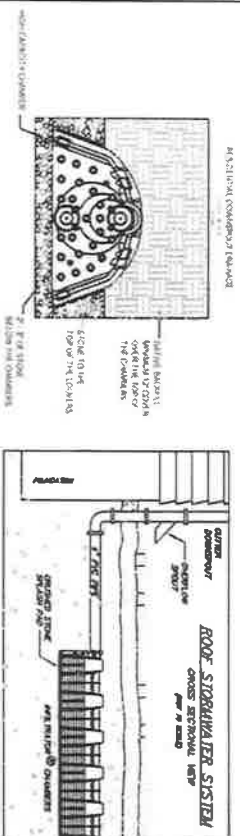
4 Chambers @ (1 on each end and back of Home or Structure or

8 Chambers in bed with Home or Structure

piped into

Detached Gaygees 600 (sq ft) Typical

3 Chambers needed



**Tumblewood Environmental**  
Miles City Health Department

406-366-1424

GRACE BIBLE	
Control of Roof Drainage	
Drive Cut	
SIZE	REV
B	06/18
SCALE	SHEET
N/A	Milica Rimachi

# Vicinity Map

