

Public Services Committee Meeting November 6, 2013

The Public Services Committee met Wednesday, November 6, 2013, at 5:15 pm in the City Hall conference room. Present were Committee Chairperson Sue Galbraith and Committee Members Dwayne Andrews and Jerry Partridge. Committee Member John Hollowell was absent. Also present were Mayor C. A. Grenz, Planner-in-Training/Grants Administrator Dawn Colton, Public Works Director Scott Gray, Historic Preservation Officer Connie Muggli and Committee Recorder/Deputy City Clerk Connie Watts.

Chairperson Galbraith called the meeting to order.

Ordinance No. 1258: An Ordinance enacting a new section 24-96 Of the Code of Ordinances of the City of Miles City, Montana to Provide for a Process for Site Plan Review.

*** Committee Member Andrews moved to recommend Council approval of Ordinance No. 1258, seconded by Committee Member Partridge.*

Grant Administrator Colton said that the Engineering and Planning staff has reviewed this ordinance and recommends a few changes. She then distributed copies of the proposed changes, a summary of those changes, and a flow chart to explain the Building Permit Procedure.

1. The proposed flowchart assists with understanding the workflow for site plan review.
2. **24-96(b)** - Changed because there is nothing in MCA or elsewhere in the code calling for this.
3. Historic properties info has not changed - just moved to a more appropriate place in the Section.
4. **24-96(d)(4)(g)** - MCA requires that drainage calculations be provided for review and approval.
5. **24-96(e)** - simple correction, consistent with language throughout codes.
6. **24-96(f)** - It is the consensus of the Engineering and Planning Staff that not every project, subdivision or construction, needs Planning Board review. If a non-conforming use is identified that requires Council approval or questions arise and direction is needed, those plans will be scheduled for Planning Board review.

Although the intention of adding Part 96 to the Zoning Code is to streamline the path to issuance of a building permit, sending every plan to the Board seems a contradiction. Other issues that could arise such as a quorum not available when necessary, further holding up the process for approximately 30 days and risking deadlines set out in the code that the City must meet.

7. **24-96(g)** - Spiffed up the language

Administrator Colton noted that she had left a message for Planning Consultant Dave Grandpre to review the proposed wording for 24-96(f), but he had not yet responded to her request.

* *Committee Member Andrews amended his motion so that the recommendation for approval was contingent upon the review and approval by Consultant Grandpre. Committee Member Partridge seconded the amendment, which **passed unanimously**, 3-0.*

* *Committee Member Andrews's original motion, as amended, then **passed unanimously**, 3-0.*

Request of Citizens

There were no requests of citizens.

ADJOURNMENT

** *Having no further business, Committee Member Andrews moved to adjourn the meeting, seconded by Chairperson Galbraith and **passed unanimously**, 3-0.*

The meeting was adjourned at 5:30 p.m.

Respectfully Submitted:



Susanne Galbraith, Chairperson



Connie Watts, Recorder