

## **Sanjel - Miles City**

### **Signage Narrative - 10.31.14**

1 - Signage)

The project will have permanent signage attached to the side of the building that may be up to 5'-0" high by 8'-0" wide and say "Sanjel" on it. This is similar to what is currently on the existing company buildings on both sides of the highway.





Brady Smith &lt;brady@rmes.biz&gt;

## Miles City Facility Daily Traffic Rates

1 message

Michael Shipley &lt;mshipley@macbain.ca&gt;

Wed, Oct 29, 2014 at 4:51 PM

To: Mitch Greer &lt;mitch@rmes.biz&gt;, Brady Smith &lt;brady@rmes.biz&gt;

Cc: Mark Brown &lt;mark@mbaconstruction.net&gt;, Wes Tuhowski &lt;wtuhowski@mbaconstruction.net&gt;, Mark Schneider &lt;mschneider@lja-1.com&gt;

Hello Mitch,

The following information is from an email I sent to Sanjel's District Service Line Manager in Miles City and his response:

*We recently submitted the Miles City project drawings for planning approval at Miles City and they are trying to understand the amount of vehicular traffic that will be coming and going from the facility on a daily basis. More specifically the Average Daily Vehicle Trips (ADT) related to the following, (lets base these numbers on the current facility);*

- *The number of large trucks & equipment entering and leaving the site daily. Approximately 12 in and 12 out daily (10 cement, 2 misc., repairs etc). (24 ADT) Plus once every 2 weeks one full Frac fleet 25 in and 25 out ) (50 ADT)*
- *The number of personnel cars and trucks entering and leaving the site daily. Approximately 50 in and 50 out daily( 10 Cement field, 40 office, maint, lab, bulk plant); (100 ADT) Forty of these leave and return at lunch as well. (80 ADT) On Wednesdays (Frac Crew Change) an additional 40 in and 40 out. (80 ADT)*
- *The number of deliveries entering and leaving the site daily i.e. to the bulk plant, the lab. Or if not daily the frequency during a week. Daily Approximately 6 light vehicles (Fed ex, Napa, UPS) and 3 heavy trucks (Cement, Acid, etc.) to the bulk plant. (18 ADT)*

*What would be helpful is to understand how operations affect the flow of traffic on site; i.e. if personnel come and park their personal vehicles, and then take a large truck to a job site and are gone for a week? The operations flow of traffic typically is as follows. For the Cementing crews listed on the first line, each employee will bring a personal vehicle to the shop and then leave in a Sanjel truck to complete the job. Then when they return they will wash and park the truck, then go home in their personal vehicle. One cementing crew typically consists of Supervisor (Sanjel Pickup and Gooseneck trailer), Operator ( Tractor trailer truck), Between 1-4 bulk truck drivers ( Tractor Trailer bulk truck). The full fracturing fleets are only at the shop approximately every 2 weeks. ( Each fleet is approx. 25 heavy trucks, crew bus, two pickups with trailers )*

Based on these numbers (My tally in Blue (222 ADT, 302 ADT every Wednesday and 352 ADT every second Wednesday), we do not come close to the Maximum 400 ADT on an average day (except for every second Wednesday). Please advise if you require any further information. To clarify how many trucks are washed per day, let's go with 12 - 15 per day.

Regards,

Michael Shipley  
Senior Project Manager

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Before printing this e-mail, think if it is necessary

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**I. REVIEW PROCEDURE**

This proposal requires Site Plan Review by the Miles City Planning Board and City Council under Section 24-96 of the Code of Ordinances (Ordinance No. 1258). The application was received on October 21, 2014. The Planning Board public hearing was conducted December 10, 2014 at 5:00 PM in the City Hall Conference Room. Following the public hearing, the Planning Board's recommendation for approval, conditional approval or denial has been forwarded to the City Council.

**II. GENERAL INFORMATION**

**A. Project Applicant**

<b>Applicant:</b>	J. Mitchell Greer 2043 E Center Street Pocatella, ID 83201
<b>Owner:</b>	MacBain Properties LTD Michael Shipley 500 2 <sup>nd</sup> Street, SW Calgary, Alberta T2P 1N8

**B. Project Description**

The applicant and owner propose to construct three new buildings to serve as a base of operations and expansion of the Sanjel business for the eastern Montana region. The existing building will be demolished. New buildings will be one combined office/laboratory/truck service bay area; one wash bay building, and one bulk plant/warehouse building.

The existing facility currently has many different operations including office and laboratory space, truck maintenance, equipment storage, chemical mixing and chemical storage. The proposed facilities will have the same uses. The owner will also be consolidating the existing operations from across Highway 12 and bringing them onto the proposed site in order to have all facilities on one property.

All hazardous materials on site are listed with the Hazmat Emergency Management System as required by state law. This digital database is available to the Miles City Fire Department and Custer County Department of Emergency Services in case of spill or other emergency.

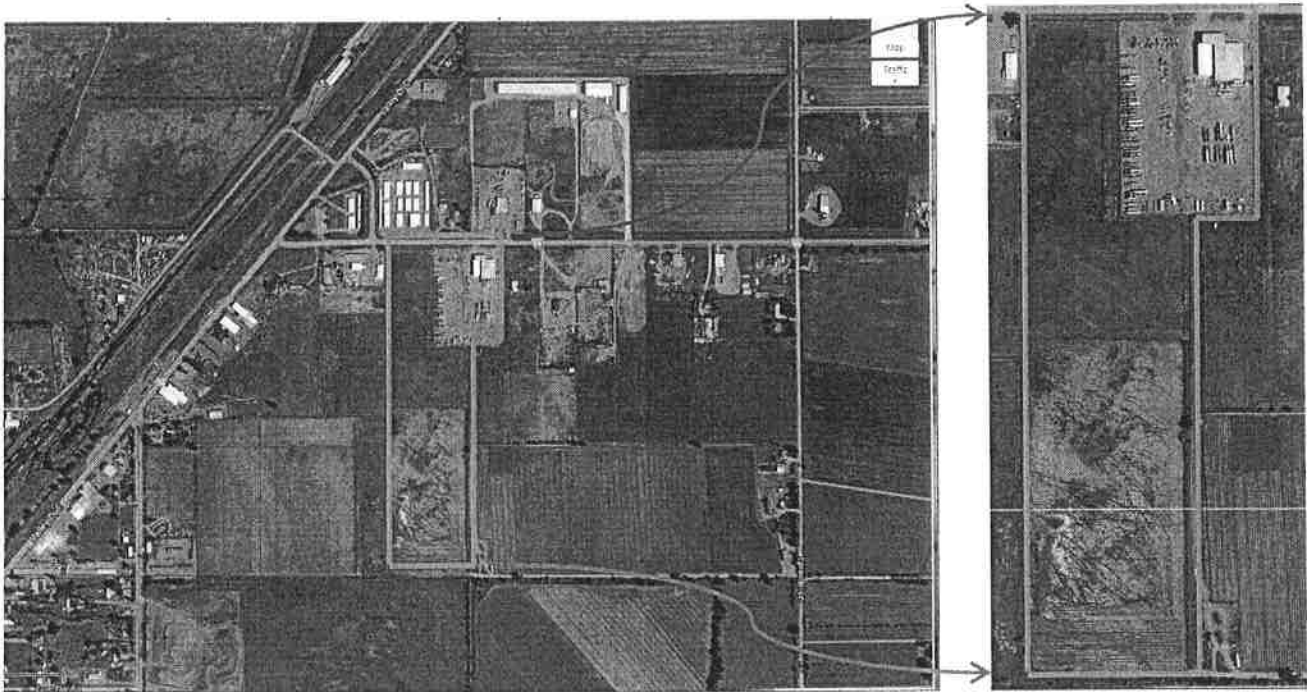
**C. Legal Description of Subject Property**

Tract 1 of the Ponderosa Tract A in the Hardesty Tracts as filed at the Custer County Courthouse as Doc #171781, Env #474B; and Tracts A and B, located in the NE ¼ of Section 26, Township 8 North, Range 47 E, MPM as filed at the Custer County Courthouse in Env #520A.

**D. Location**

The project site is located on the south side of Highway 12 approximately ¼ mile east of the Valley Drive East intersection. Cadastral mapping does not show a USPS address.

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**Figure 1: The subject property**

**E. Land Use & Zoning**

**Existing Land Use:** The property is currently utilized by Sanjel as an extension or satellite of the original site across Hwy 12. Sanjel is an oilfield services company specializing in pressure pumping and well completion.

**Proposed Land Use:** Office and laboratory space, truck maintenance, equipment storage, chemical mixing and chemical storage.

**Zoning:** Part of the property is zoned General Commercial (GC), part is zoned Heavy Commercial (HC) and part is zoned Agricultural (AG). The oilfield support use occurs primarily on the GC portion of the property today (and also across the highway on a separate parcel of land zoned HC).

**Proposed Zoning:** A zoning amendment application has been submitted to change the zoning on the entire property to HC to accommodate the proposed use. The rezoning application is being processed concurrently with the site plan review application.

**F. Surrounding Land Use & Zoning**

**General Description:** The property is surrounded by GC, HC, AG and Industrial (I) districts, which provide for a large variety of uses including general businesses and multi-family dwellings; heavy commercial businesses; agriculture and manufacturing, respectively. The surrounding zones and existing development are generally compatible with the proposed use.

**III. COMMENTS RECIEVED**

**Public Comment:** Notice of the Planning Board's public hearing was satisfied according to Subsection 24-96(f)(6) of the city codes. The Planning Board heard the following comments on the application during the public hearing:

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Cody Steinert (opponent): inquired about the locations of similar operations around the State and if those properties were surrounded by both agriculture and residential; years in operation; square footage of the proposed building; recirculating the wash bay water; the irrigation ditch; on site chemicals and the public road access.

Butch Grenz (proponent): stated that Sanjel has been good neighbors and have provided a lot of economic hope into Miles City.

**IV. SUBMITTAL REQUIREMENTS**

The applicant is required to submit all of the materials listed in Subsection 24-96(e)(1) through (6). If it becomes apparent during review that a reasonable decision cannot be reached based on the existing submittal, the review period timeline will be suspended until the required information is submitted. If the required information is not submitted within 60 days, the application will be deemed expired.

***Finding # 1:** The applicant has submitted all of the required materials listed in 24-96(e)(1) through (6).*

**V. EVALUATION CRITERIA PER SECTION 24-96**

According to Subsection 24-96(g)(1), reviewers shall consider the applicant's plans to ensure safety of circulation patterns, emergency access/fire prevention measures, traffic impacts to the surrounding road network, adequate storm drainage, provisions for water, sewer, and other utilities, the city's historic preservation policies, and adequate parking. Plans shall also be reviewed to ensure they comply with other standards in the zoning regulations such as setbacks, height restrictions, signage, and design requirements.

All evaluation criteria are listed below. Following each criterion is a draft finding by the administrator in *italics* evaluating how the plans relate to the criterion:

1.1 Safety of circulation patterns

***Finding #2:** The circulation pattern is shown on the site plan. Three improved approaches to Highway 12 are proposed. The westernmost approach leads to a private road that can be used to directly access the wash bays and bulk plant without having to drive through the extensive parking areas and office/lab/truck bay area. The property is over 34 acres in size. Given the size of the property, the layout of the buildings, the proposed access, parking and driving areas, the site plan provides safe on-site traffic circulation.*

1.2 Emergency access/fire prevention measures

***Finding #3:** Emergency access to the site and buildings will be readily available given the three road approaches and internal circulation system. Four fire hydrants are proposed; one each for the wash bay and bulk plant, two to cover the office/lab/service bay building. The Miles City Fire Department has discussed the project with the applicant. Due to fire and safety concerns, the applicant will be required to secure approval from the MCFD prior to occupancy.*

1.3 Traffic impacts to the surrounding road network

***Finding #4:** Highway 12 is a moderate - high capacity roadway serving this and other properties with no major deficiencies. The application indicates an Average Daily Traffic of*

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less than 400 vehicle trips (after development) from the site. The surrounding road network will not be significantly impacted by the proposed business expansion.

1.4 Adequate storm drainage

**Finding #5:** Storm water runoff will increase substantially at the site due to construction of three new structures (25,460 sq ft, 10,500 sq ft, and 12,720 sq ft) and hard surfaced roadways. The application states all of the post development storm water runoff is intended to be retained on the property. In general terms, the center of the site, including the proposed buildings, will be elevated and runoff will be collected along the site boundaries. The 'Project Grading Overview' plan shows drainage ditches and culverts intended to channel runoff leading to a retention pond near the northwest corner of the property and also a retention pond in the northeast portion of the property, in addition to the ditches located along Highway 12.

Drainage calculations indicate that the total water retention capacity required is 88,968 cubic feet based on the 2-yr, 24 hour rainfall event. The two main retention ponds are planned at 91,600 cubic feet with additional storage in the drainage ditches.

1.5 Provisions for water, sewer, and other utilities

**Finding #6:** The proposed site is currently served by the Custer County Water & Sewer District. Construction is underway for the East Valley Water Line that will serve this site when completed. All other utilities are existing or available to serve the site within appropriate easements. During a conference call on November 25, 2014, Miles City Public Utilities Director Allen Kelm expressed concern with hydraulic fracturing fluids and other chemicals entering the City's wastewater treatment plant and requested additional information from the applicant regarding the proposed wash bay re-circulation system. Sanjel has since satisfied all concerns about wastewater treatment at the site.

1.6 The City's historic preservation policies

**Finding #7:** The proposed structures do not impact the City's historic preservation policies. The site is not located in a designated historic district and does not have a structure that is historic (50+ years old) nor is it eligible for listing on the National Register of Historic Places.

1.7 Adequate parking

**Finding #8:** The site plan indicates a total of 184 auto parking spaces (including 6 handicap accessible and one van accessible space) and 113 truck parking spaces are planned, which exceeds the requirements of the zoning. There is adequate parking on site to accommodate employees and company work vehicles.

In addition to Subsection 24-96(g)(1), Subsection 24-96(g)(2) adds the following criteria (following each criterion is a draft finding by the administrator in *italics*): No site plan application approval shall be given unless it is determined that:

- a. The use complies with all applicable regulations in the district in which it is located.

**Finding #9:** The proposal has been reviewed for compliance with the applicable regulations for the HC district, such as setbacks, height restrictions, signage, and design requirements. The use complies with all applicable regulations for this district.

- b. The use complies with all adopted regulations and policies.

**Finding #10:** Prior to occupancy the applicant must demonstrate compliance with Fire

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*Codes and IBC 2009 Building Codes through the building permit process. There are no known conflicts with other adopted regulations and policies in the Miles City Code of Ordinances.*

- c. The use will not be detrimental to or endanger public health, safety or general welfare.

***Finding #11:*** *The proposed project is located in an established commercial area where the business is currently operating. The proposal includes relocation of operations at the facility on the north side of Highway 12 to the proposed site in order to consolidate business operations. Public health and safety concerns related to hazardous materials stored in a floodplain and the ability of emergency services to respond to a spill or other emergency are present. The applicant has indicated hazardous material storage may occur within the enclosed buildings, which are planned to be elevated above of the floodplain at this time (although no floodplain permit application or letter of map amendment [LOMA] have been submitted to date). Because of these concerns it is necessary for the Miles City Fire Department to approve the final plans and for a Custer County floodplain permit or LOMA to be issued prior to occupancy. When those issues are addressed, the proposed development can be expected to have no detrimental effect on public health, safety or general welfare.*

- d. The existing and reasonably anticipated permitted uses in the area will not be substantially impaired or diminished by the establishment of the proposed use.

***Finding #12:*** *The proposed expansion of business operations will not substantially impair or diminish the permitted uses in this area as it is historically been used for commercial, industrial and agricultural land uses.*

- e. Adequate utilities, access ways, drainage, and other necessary site improvement have been provided or will be provided prior to the use being initiated.

***Finding #13:*** *All utilities, access ways, drainage and other site improvements will be required prior to the use being initiated.*

- f. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion on public streets.

***Finding #14:*** *The ingress and egress points will be improved to minimize traffic congestion on US Hwy 12. The private access road on the west boundary of the site property will also be improved by paving the surface.*

**VI. RECOMMENDATION**

The Planning Board recommends that the City Council adopt this staff report as findings of fact and grant approval of this project, subject to the following conditions.

**VII. CONDITIONS**

***Standard Conditions:***

1. All site development and use of the property shall be in accordance with the Miles City Zoning Codes, the approved application and plans, and as discussed in Staff Report SPR 2014-07. Any modifications shall require additional review by the City of Miles City.

***Site-Specific Conditions:***

2. The owner or authorized representative shall obtain a Building Permit prior to start of construction. A permit is required for construction, additions, alterations, repairs, relocation, demolition, change of



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occupancy, or electrical, gas, mechanical or plumbing system projects. Exemptions are listed in IBC 2009 Section 105.2.

3. The owner shall submit a letter of review from the Miles City Fire Department indicating adequate fire protection plans have been developed and the department can adequately respond to emergencies at the facility.
4. The owner shall maintain adequate parking spaces 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 Heavy Commercial (HC) District Section 24-61(c)(1).
5. A floodplain development permit or letter of map amendment must be obtained prior to construction.
6. A Stormwater Pollution Prevention Plan permit from Montana DEQ must be obtained prior to start of site improvements and construction.
7. The proposed washbay recirculation system must be approved by the City Public Utilities Director prior to construction.