

**KALISPELL CITY PLANNING BOARD & ZONING COMMISSION
MINUTES OF REGULAR MEETING
November 12, 2019**

CALL TO ORDER AND ROLL CALL	The regular meeting of the Kalispell City Planning Board and Zoning Commission was called to order at 6:00 p.m. Board members present were Chad Graham, Kurt Vomfell, Joshua Borgardt, Rory Young, George Giavasis, Doug Kauffman and Ronalee Skees. Jarod Nygren and Tom Jentz represented the Kalispell Planning Department.
APPROVAL OF MINUTES	Giavasis moved and Kauffman seconded a motion to approve the minutes of the October 8, 2019 meeting of the Kalispell City Planning Board and Zoning Commission.
VOTE BY ACCLAMATION	The motion passed unanimously on a vote of acclamation.
PUBLIC COMMENT	None.
OLD BUSINESS KA-19-03 & KPP-19-03 JAXON RIDGE (TABLED ON OCTOBER 8, 2019)	File #'s KA-19-03 and KPP-19-03 – Siderius Construction, LLP is requesting permission to annex 3.9-acres into the City of Kalispell with an initial zoning of R-4 and major subdivision approval for a 24-lot townhouse subdivision. The 3.9-acre property will be annexed under the provisions of Sections 7-2-4601 through 7-2-4610, M.C.A., Annexation by Petition. The major subdivision application was reviewed in accordance with Section 28.2.06 of the Kalispell Subdivision Regulations.
STAFF REPORT	Jarod Nygren representing the Kalispell Planning Department reviewed Staff Report #KA-19-03 and #KPP-19-03. Nygren, as a refresher to the board and public, went over the annexation and subdivision requests, including the location of the property, land uses, zoning, growth policy designation and existing city services in the vicinity. Staff recommends that the Kalispell City Planning Board and Zoning Commission remove staff reports #KA-19-03 and #KPP-19-03 from the table and adopt staff reports #KA-19-03 and #KPP-19-03 as findings of fact and recommend to the Kalispell City Council that the property be annexed and the zoning for the property be City R-4 (Residential) and that the preliminary plat Jaxon Ridge be approved, subject to the conditions listed in the staff report.
MOTION (KA-19-03 & KPP-19-03) REMOVE FROM TABLE	Kauffman moved and Giavasis seconded a motion that the Kalispell City Planning Board and Zoning Commission remove staff reports #KA-19-03 and #KPP-19-03 from the table.
VOTE BY ACCLAMATION	The motion passed unanimously on a vote of acclamation.
BOARD DISCUSSION	None.
MOTION (KA-19-03) (10/8/2019)	Vomfell moved and Young seconded a motion that the Kalispell City Planning Board and Zoning Commission adopt staff report #KA-19-03 as findings and fact and recommend to the Kalispell City Council that the property be annexed and the zoning for the property be City R-4 (Residential).
BOARD DISCUSSION	None.
ROLL CALL	The motion passed unanimously on a roll call vote.

MOTION (KPP-19-03) (10/18/2019)	Vomfell moved and Giavasis seconded a motion that the Kalispell City Planning Board and Zoning Commission adopt staff report #KPP-19-03 as findings of fact and recommend to the Kalispell City Council that the preliminary plat Jaxon Ridge be approved, subject to the conditions listed in the staff report.
BOARD DISCUSSION	None.
ROLL CALL	The motion passed unanimously on a roll call vote.
KPP-19-04 KNTC PHASE 3	A request from Eagle Valley Ranch Apartments, LLC and Stillwater Corporation for major subdivision approval of Kalispell North Town Center, Phase 3 into 22 commercial lots, common area, and new city street.
STAFF REPORT	Jarod Nygren representing the Kalispell Planning Department advised the board that this agenda item, as requested by the applicant, is being withdrawn at this time. The applicant is reconfiguring their subdivision based on some of their recent lot sales and will be bringing this back before the board in the next couple of months.
AIRPORT RD. & 18TH STREET WEST PROJECT	Airport Road and 18th Street Project - the Planning Board is tasked with reviewing these projects in conformance with the City of Kalispell Growth Policy 2035 and making such a recommendation to the City Council. The plan boundary is generally bounded by 18th Street to the north, Cemetery Road to the south, Airport Road to the West and U.S. 93 to the east.
STAFF REPORT	<p>Tom Jentz representing the Kalispell Planning Department reviewed the Airport Rd. and 18th Street West project.</p> <p>Jentz advised the board that the law, MCA Code, requires any project that is funded by TIF money to go before the Planning Board for a recommendation and to ensure that the project complies with the South Kalispell Urban Renewal Plan as well as the Kalispell Growth Policy Plan-IT 2035.</p> <p>Staff recommends that the Planning Board, based on the findings in this report, determine that the Airport and 18th Street West Project is supported by the South Kalispell Urban Renewal Plan and is in conformity with the Kalispell Growth Policy Plan-IT 2035 and that the Board forward this recommendation on to the Kalispell City Council.</p>
BOARD DISCUSSION	<p>Young asked about the vacant lot and if a parking lot in a residential area is the best use for the lot. Jentz advised the lot cannot be developed with structures because of its proximity to the airport so a parking lot will provide overflow parking for events at Legends Field, snow storage for the city Public Works Department, which is required by the state to have a hard surface snow storage location, RV Parking and/or a park and ride location. Landscaping and sidewalks will be required around the parking lot and the lot will be lit with streetlights.</p> <p>Giavasis asked if the parking lot would have a 24-hour public parking sign. Jentz advised that they had not really gotten that far in the planning yet but that he does not foresee the parking lot being open 24 hours simply to avoid it from becoming an RV camping spot.</p> <p>Giavasis asked about planned intersections across Airport Rd. Jentz advised there is an existing intersection at Rankin School that when school is in session a crossing guard will take the children back and forth. There are a few crossings in the South Meadows area.</p>

	Vomfell feels that with the added sidewalk and extending the bike trail this will make a great north/south pedestrian thoroughfare at the south end of town.
PUBLIC COMMENT	None.
MOTION	Vomfell moved and Skees seconded a motion that the Kalispell City Planning Board and Zoning Commission, based on the findings in this report, determine that the Airport and 18th Street West Project is supported by the South Kalispell Urban Renewal Plan and is in conformity with the Kalispell Growth Policy Plan-IT 2035 and that the Board forward this recommendation on to the Kalispell City Council.
BOARD DISCUSSION	Graham would prefer to see the travel path from the proposed parking lot to Legends Field not be so long but understands why the path goes the way it goes. He likes the project as a whole, feels it fixes many issues that the city has been having in the area and that it will open the door for future growth.
ROLL CALL	The motion passed unanimously on a roll call vote.
TIGER SUPPLEMENTAL SEA (PUBLIC HEARING ONLY)	The City has completed a Supplemental Environmental Assessment (SEA), approved by the Federal Railroad Administration and available for review and comment for 30 days, ending November 19, 2019. In an extended effort to elicit public comment on the SEA, the city is holding a public hearing before the Planning Board, where the public can comment on the SEA and provide feedback as necessary.
STAFF REPORT	Tom Jentz representing the Kalispell Planning Department reviewed the TIGER Supplemental SEA. Jentz advised the board that this a request to comment on the revised Supplemental Environmental Assessment (SEA). He reminded the board that the original TIGER Grant was submitted it included 6 at grade street crossings (8 th and 6 th Ave, Woodland Ave, 1 st , 3 rd and 4 th Ave) and that at least one of those would be across the future Kalispell Trail to improve connectivity, pedestrian and vehicular access. As staff went through the environmental process, the Federal Rail Administration (FRA) told them that 6 connections were too many to propose. The FRA advised staff that this was really a Public Works project and that they would have to select which one specifically they wanted to do now. The FRA allowed them to keep 3 as an option at that time. Staff has now gone back to the FRA to ask that all 6 now be reconsidered. The purpose of this agenda item today is strictly as a public hearing, staff is asking for public comment through November 19, 2019.
PUBLIC COMMENT	None.
BOARD DISCUSSION	Giavasis asked for clarification as to how many connections were actually going to be completed. Jentz advised funding only allows for one connection at this time; the hope is that there will be 6 options now rather than just 3. Vomfell inquired about 1 st , 3 rd and 4 th Ave and how the connections would be made with the mall being in the way. Jentz advised that there would have to be an access easement agreement of some sort reached with the mall owners to gain access to Main, Center and 5 th which would allow the neighborhood to breathe. Giavasis noted that if the trail funding hinges on a road connection then he absolutely feels that 1s, 3 rd and 4 th should be added in. He supports whatever is necessary to get a trail put in. Kauffman does not feel there is any draw back to adding the 3 connections back in. The board all agreed that it would be a win-win situation. Vomfell feels the connection should be made as close to Main St as possible.
NEW BUSINESS	Graham spoke to Tom Jentz about this being his last meeting and presented him a plaque for his 36 years with the city.

ADJOURNMENT	The meeting adjourned at approximately 6:58pm.
NEXT MEETING	The next meeting of the Kalispell Planning Board will be on Tuesday, December 10, 2019 at 6:00 p.m. and is located in the Kalispell City Council Chambers, 201 1 st Ave East.

Chad Graham
President

Kari Hernandez
Recording Secretary

APPROVED as submitted/amended:

DRAFT