

**April 8, 2021**

**Butte-Silver Bow Planning Board  
Virtually**

MEMBERS PRESENT: Janet Lindh, Matt Stajcar, Tim Schrapps, Bart Riley  
and Josh O'Neill

ABSENT: Jeremy Salle, Jim Clary, Denise Anderson & Mike  
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STAFF: Lori Casey, Planning Director  
Dylan Pipinich, Assistant Planning Director  
Roxie Larson, Secretary

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**M I N U T E S**

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- I. **Call to Order** - The meeting was called to order at 5:30 P.M.
- II. **Roll Call of Board Members** – Having a majority of the Planning Board members in attendance, a quorum was established.
- III. **Approval of the Minutes** – The minutes of the January 28, 2021 Planning Board meeting were approved by Mr. O'Neill and seconded by Mr. Schrapps. The voice vote in favor of the motion was unanimous.

IV. **Public /Board Action**

- A. **Zone Change #182** – An application for approval of a change to the official zoning district map by changing the zoning classification of an area of land currently zoned “R-2” (Two Family Residence) to “C-2 (Community Commercial).

Mr. Pipinich gave a brief presentation regarding Zone Change #182.

Mr. Stajcar questioned can you tell me the dentist's office that is there is a commercial building in residential and was allowed to do that because it has a permitted use? I am wondering why that is not already commercial.

Mr. Pipinich stated it is in a residential zone so either it was there prior to zoning or professional offices like that are also a Special Use Permit

application, you can be there by Special Use. I am not sure why that is there. In the C-2 district it would be a permitted use outright in the zone so it wouldn't be subject to any zoning further review if it were to ever expand or anything like that and it definitely has commercial character and it better fits in that zone. So, it is there and it would be a legal use in that zone whether non-conforming or by special use permit. Does that answer your question?

Mr. Stajcar stated it does. Thank you.

Ms. Lindh asked does the applicant have anything they would like to share at this time?

Mr. Chis Ewing stated this is our second concurrent project in uptown Butte so we are very excited in terms of investment and development in your town which is really great. I am falling in love with Butte this last year. I appreciate the consideration. Like Dylan said our goal here is to build multi-family and not a big tower, not 20 or 30 units. We have a design for 5 or 6 units on the lot. So, we think it is very appropriate for the size of the lot and the location. We don't think it would cause a strain on Ohio Street if our 5 or 6 tenants occasionally use that street. As it sits today, we could put a duplex on there but quite frankly with the cost of new construction and all the soft costs, designing and engineering and all that, two units on their own just wouldn't pencil feasibly from a financial standpoint. In order to build something that actually pencils and makes sense it needs to be in that 5 to 6 unit range.

Ms. Lindh asked if there was proof of publication.

Ms. Larson stated yes.

Ms. Lindh explained the public hearing process.

Ms. Lindh opened the public hearing for Zone Change #182. She made the first call for proponents.

Ms. Casey stated I would just like to acknowledge that the Planning Department has not received any written comments for this particular application.

Ms. Lindh made the second call for proponents. Then the third and final call for proponents.

Ms. Lindh then made the first call for opponents. Then the second call and third and final call for opponents.

Ms. Lindh stated at this point we don't have any additional questions for the applicant. I will close the public hearing and do any of the Board members have any additional comments or questions for the applicant?

Mr. O'Neill stated I just want to wish the applicants good luck and thanks for building nice stuff in Butte. I appreciate it.

Mr. O'Neill stated I would like to make a motion to approve Zone Change #182.

Mr. Stajcar seconded the motion.

The voice vote in favor of the motion was unanimous.

- V. **Other Business:** Ms. Casey stated we did promise to come back to this Board with a look at what other communities are doing with shipping containers. I have to defer to Dylan. Dylan were you able to complete that today?

Mr. Pipinich stated we are not complete with our review. Missoula for instance makes them screen from residential zones. We are still compiling things, but we are looking at other cities. They are addressed in several other communities and towns so we will create a more comprehensive plan.

Ms Casey stated I apologize, but we running short staffed for quite some time. Roxie has taken another position in the Land Records area of our Department which is good for her, but we continue to run two staff down for a while and we are working on things. The good news is that we are very busy with permitting and things that are going on in this community. The bad news is some of our items have had to go to the back burner for the short term. We did start but as Dylan said we are not prepared to come with a full report this month.

Ms. Lindh stated probably at our next meeting we will have more information and some of our other members interested in that will also be in attendance. So that brings up when do we expect to have our next Planning Board meeting?

Ms. Casey stated I believe that we do not have anything else scheduled for April because I know this special meeting was to complete this zone change tonight. The next regularly scheduled meeting will be in May. For the Board's information when we looked at our staffing levels and some of the items that we have going on in the department we have made the

decision to convert Roxie's position as an Administrative Assistant within our office to a Planning Tech. Our idea is that a Planning Tech can answer a lot of the more simple questions we receive. We are in the process of going to a new software system for permitting and also on the Planning side so they can help with the entry of the application and making sure the application is complete. Eventually this software called Accela will be out to the citizens where they will be able to do their permitting and applications on-line. So, we believe with everything that we are implementing it will help stream our process and a Planning Tech position would probably be more in-line. It will be at the same pay rate as the Administrative Assistant was but will be more in-line with what we need with the department in the future. So, that position is being advertised and it closes this month on the 21<sup>st</sup>.

Ms. Lindh stated good luck to Roxie she will be missed.

Ms. Casey stated yes. She has committed to stay on and do our minutes for a while.

Ms. Lindh stated looking at the month of May the last Thursday is the 27<sup>th</sup> before Memorial Day weekend. Is that a date we want to stick to or think about the 20<sup>th</sup> instead?

Ms. Casey stated we do have Zoning Board of Adjustment meeting on May 20<sup>th</sup>. If the Board would prefer we could look at perhaps a Tuesday if that works better for the members.

Ms. Lindh questioned how do folks feel about that? Thumbs up!

Ms. Casey so we will adjust the agenda to reflect May 25<sup>th</sup>.

Mr. Stajcar stated I have two questions. One is I know Council did an in person meeting will our May meeting be in person? Question two was I know there was talk last capital cycle of proposing money for overhauling the zoning and I was just wondering the status of that for this coming capital cycle is.

Ms. Casey stated yes if all things stay the same we will be back in person. The reason this meeting wasn't in person, I know as you stated the Council opened up, we had advertised this and we have to be out 15 days for our advertisement so we were out before Karen Sullivan as the Health Officer lifted those restrictions. So that is why we are on Webex tonight. In regards to your second question yes we have met with the Chief Executive and we are proposing additional money in our budget to do a comprehensive update of the Zoning Ordinance. That will go forward to the Council of Commissioners when the budget is presented. In addition

there is some Federal Relief Money coming down and different things and we will be looking to see if any of those pots of money can be utilized in that regard because there are some that are coming down for Planning. We know that there will be some money for Planning for Affordable Housing and things. So, we may fit in in one of those buckets of money. We will be ready to submit if one of those funding sources become available also.

Mr. Pipinich stated I believe Lori has the list and I believe that some of the members are coming up on their terms within a few months.

Ms. Lindh stated I think almost half of us have terms up in July.

Ms. Casey stated you are up and I believe you stated you thought you would go off.

Ms. Lindh stated that is correct. I think a quarter of a century is long enough.

Ms. Casey questioned Mr. Stajcar you are also up would you like to do another term on this Board?

Mr. Stajcar stated certainly if you will have me.

Ms. Casey stated we will definitely have you.

Ms. Casey stated Jeremy Salle is not on but his term is also up and Denise Anderson so we will get with them to see if they would like to continue on also. Janet you are going to be hard to replace.

**Adjournment** – The meeting adjourned at 6:00 P.M.

BY:

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Janet Lindh, Chairman  
Butte-Silver Bow Planning Board

ATTEST:

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Lori Casey, Secretary  
Butte-Silver Bow Planning Board