

## Planning Board and Zoning Commission

City Hall Council Chambers at 5:30 PM March 13, 2024

Virtual attendance: 4; In-person attendance: 9

1. Call to order – 5:30 p.m.
2. Roll call -
  - a. DiBenedetto chaired the meeting, Bloomer and Conlee present virtually
  - b. Westwood present and Marxer present virtually
  - c. All others present

Bloomer, President (virtual)	DiBenedetto, Vice President	Whistler	Foisy
Richter	Olson	Conlee (virtual)	

3. Minutes
 

Mayor Westwood is addressing minutes that have not yet been drafted or presented, which will likely be drafted by the new planner or via transcription service. Maintaining legal compliance is the goal. Minutes will be transcribed in reverse chronological order and within 30 days of hire.
4. Communications from the Board
  - a. Urban Renewal Agency Update
    - i. DiBenedetto: Summarized 3/11/24 meeting; targeting grant deadlines, review criteria/scoring, grant application. This all will take a couple of months to complete.
  - b. City Council Representative Updates
    - i. Conlee: Provided updates from the 3/12 City Council meeting. Bloomer and Foisy reappointed to the Board; Critelli will join the Board in April
  - c. County Representative Updates
    - i. Olson: No updates
5. New Business
  - a. Election of Officers
    - i. Al Bloomer appointed as President; Jeff DiBenedetto appointed as Vice President
      1. Moved by Conlee, second by Whistler. No discussion. Motion passed unanimously.
  - b. Subdivision Regulation Updates

- i. Marxer reviewed details of specific sections of the subdivision regulations needing updating, to be compliant with current State statutes. Discussion also included clarity on SB382.
6. Old Business
- a. Beartooth Front Community Forum
    - i. DiBenedetto provided BFCF update. Forum will consist of various presentations via multiple presenters. Focusing presentations on the Red Lodge Growth Policy, the Carbon County Growth Policy, and a third undecided topic but likely some sort of kickoff for future focus groups.
    - ii. Forum will be held on May 11, 2024, from 9 am to 1 pm at the Senior Center. Lunch will be provided as part of the Forum.
    - iii. Mayor Westwood noted that Great West will be fulfilling the contract and completing the Downtown Revitalization Plan and Growth Policy updates. Bloomer added that he sees the Board actively facilitating a portion of the Forum, to engage and take notes. Discussion followed on Forum content and Board participation. Olson and Bloomer are leading the Forum Committee.
  - b. Planning Board Priority Rankings
    - i. Bloomer: The Board and Council appear to agree on priorities. Council added annexation/exclusion and use of City-owned lands to the list. The Downtown Revitalization Plan and Growth Policy are in process, which is on point with the priorities. Bloomer thanked everyone for their participation.
7. Written Correspondence
- a. Staff Communication
    - i. Mayor Westwood: Anticipate a zone change request coming to the Board soon. Focused on following the correct process for all land use projects.
    - ii. Marxer, Contract Planner: Many inquiries RE process and development. Anticipate a handful of applications to come before the Board beginning in May.
  - b. Petitions and communications from the audience
    - i. Pete Critelli: Looking forward to joining the Board. Agrees that the City and Board need to be clear on the process and follow it.
    - ii. Mark L: Has been in communication with Marxer on a development project and thanked her for the information. Attending tonight because of interest in the work of the Board.
    - iii. Bloomer: Welcomed Critelli to the Board and thanked Richter for her service; she will be missed on the Board.
8. Other Business
- a. No other business was discussed.
9. Adjourned @ 6:06 p.m.

**BOARD APPROVED ON APRIL 10, 2024**