

**MINUTES OF THE MEETING
OF THE
GREAT FALLS PLANNING ADVISORY BOARD/ZONING COMMISSION
January 26, 2016**

CALL TO ORDER

The regular meeting of the Great Falls Planning Advisory Board/Zoning Commission was called to order by Chair Nate Weisenburger at 3:00 p.m. in the Commission Chambers of the Civic Center.

ROLL CALL & ATTENDANCE

Planning Board Members present:

Nate Weisenburger, Chair
Peter Fontana
Keith Nelson
Cheryl Patton
Michael Wedekind

Planning Board Members absent:

Scot Davis, Vice Chair
Anthony Houtz
Sophia Sparklin
Mark Striepe

Planning Staff Members present:

Craig Raymond, Director P&CD
Andrew Finch, Sr. Transportation Planner
Connie Rosas, Sr. Administrative Assistant

Other Staff present:

None

Mr. Raymond affirmed a quorum of the Board was present.

MINUTES

Action Minutes of the Planning Advisory Board/Zoning Commission. Please refer to the audio/video recording of this meeting for additional detail.

Chair Weisenburger asked if there were any comments or corrections to the minutes of the regular meeting held on December 8, 2015. Seeing none, the minutes were approved as submitted.

ELECTION OF OFFICERS

Chair Weisenburger called for nominations from the floor for Chair and Vice Chair.

MOTION: That Mr. Weisenburger be elected Chair of the Planning Advisory Board/Zoning Commission for 2016 and Mr. Davis be elected Vice Chair of the Planning Advisory Board/Zoning Commission for 2016.

Made by: Mr. Fontana
Second: Mr. Wedekind

Vote: All being in favor, the motion passed.

Chair Weisenburger asked if there was a motion to recommend reappointment of Ms. Sparklin, Mr. Davis, and Mr. Striepe to serve another term on the Planning Advisory Board/Zoning Commission.

MOTION: That the Planning Advisory Board/Zoning Commission recommend to City Commission that Mr. Sparklin, Mr. Davis, and Mr. Striepe be reappointed for a second term.

Made by: Ms. Patton
Second: Mr. Nelson

Vote: All being in favor, the motion passed.

BOARD ACTIONS NOT REQUIRING PUBLIC HEARING

Amendment #2 FFY 2014-2018 Transportation Improvement Program

Andrew Finch, Sr. Transportation Planner, presented the staff report for the proposed amendment to the Transportation Improvement Program (TIP). This is a five year program that includes all projects for which either federal or local funding will be spent; it is essentially a capital improvement program that outlines monies, phases, and projects.

Amendment #2 for the FFY 2014-2018 TIP includes additional monies needed for projects, reduction in monies, shifts in monies, and new projects. Mr. Finch explained that the Montana Department of Transportation (MDT) goes through a yearly "red book" process, which is a balancing of all federal monies made available to the State of Montana. During any given fiscal year, MDT needs to make sure all federal monies allocated to the State of Montana are spent, otherwise running the risk of losing those monies to another state. Due to this process, there can be unanticipated projects during the fiscal year that need to be included in the program. Mr. Finch said a summary of the new projects can be found in the staff report, and offered to answer any questions.

BOARD DISCUSSION AND ACTION

Mr. Nelson asked for clarification on the signal, signing, and turnbay upgrades on 3rd St NW from NW Bypass to 10th Street and Smelter Avenue intersection, as listed in the staff report. Mr.

Finch said the turnbays are not aligned, causing conflicts with the turning movements. The project will be an alignment shift of the turnbays, which will improve safety.

MOTION: That the Planning Advisory Board approve Amendment #2 to the FFY 2014-2018 Transportation Improvement Program, including the addition of \$95,000 in CMAQ funds for the 25th Street North Bike/Pedestrian Bridge project.

Made by: Mr. Fontana
Second: Ms. Patton

VOTE: All being in favor, the motion passed.

COMMUNICATIONS

Next Meeting Agenda – Tuesday, February 9, 2016

- None

Project Status:

- None

Petitions & Applications Received:

- None

Financial Report

- Second Quarter Planning and Historic Preservation Division Financial Report 2015-16

Ms. Patton said the report showed no annexation fees for the year, and she asked Mr. Raymond if that was correct. Mr. Raymond said that was correct; for the current fiscal year there have been no annexations initiated.

PUBLIC COMMENT

Mr. Weisenburger said he recently attended a formal board training event, and offered to share packet information with those that were unable to attend. He also said he attended the City Commission meeting that recognized the Planning Advisory Board/Zoning Commission members, and appreciates the recognition by the Mayor of what the volunteer boards do for our city.

Mr. Nelson noted that in 2018, the TIP will need to be redone, and asked for clarification on that process. Mr. Finch said the TIP is a five year plan and may possibly be done in 2016; however, the main advisory board involved in that process is the Technical Advisory Commission, but the Planning Board will be involved with a full update.

Mr. Nelson also inquired about what plans the Planning Advisory Board will be involved with in the upcoming years, and Mr. Raymond said there are a number that will need to be reviewed in the next few years, but most of the large plans have been recently completed.

ADJOURNMENT

There being no further business, Chair Weisenburger adjourned the meeting at 3:15 p.m.

CHAIRMAN

SECRETARY