

City of Missoula
Land Use and Planning Committee Agenda

Date: February 5, 2020, 11:15 am - 11:25 am
Location: City Council Chambers
140 W. Pine Street, Missoula , MT
Members: Stacie Anderson, Mirtha Becerra, John P. Contos, Heather Harp, Jordan Hess, Gwen Jones, Julie Merritt, Jesse Ramos, Amber Sherrill, Sandra Vasecka, Bryan von Lossberg, Heidi West

Pages

1. ADMINISTRATIVE BUSINESS

1.1 Roll Call

1.2 Approval of the Minutes from January 29, 2020

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2. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

3. COMMITTEE BUSINESS

3.1 Informational Item—Change to Development Services Walk-In Hours

Jeremy Keene

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Recommended motion:

No motion—informational only.

4. ADJOURNMENT

Missoula City Council Land Use and Planning Committee Minutes

January 29, 2020

11:45 am

City Council Chambers

140 W. Pine Street, Missoula , MT

Members present: **Stacie Anderson, Mirtha Becerra, John P. Contos, Heather Harp, Jordan Hess, Gwen Jones, Julie Merritt, Amber Sherrill, Sandra Vasecka, Bryan von Lossberg**

Members absent: **Jesse Ramos, Heidi West**

1. ADMINISTRATIVE BUSINESS

The meeting was called to order at 11:45.

1.1 Roll Call

1.2 Approval of the Minutes from January 15 and January 22, 2020 meetings

The minutes were approved as submitted.

2. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

There was no public comment.

3. COMMITTEE BUSINESS

3.1 Appointments to the Historic Preservation Commission

A Land Use and Planning Appointments subcommittee was created to interview applicants for various boards and commissions. The subcommittee was open to the public. The committee discussed the revised format of the interviews, its efficiency, and the applicants. The boards for which the applicants were interviewed act as the Council's expert advisers.

The Historic Preservation Commission (HPC) had five applicants and five available seats. One applicant was unavailable to interview so the position cannot yet be filled, and one applicant withdrew her application. Mr. Hess reviewed the applicants:

Paul Fillicetti, a current member of the HPC, is an historic preservation architect with A&E Architects.

Cathy Bickenheuser is another returning member of the HPC. She's an historic preservation expert with the U.S. Forest Service, who consults on historic preservation projects nationwide.

Kent Watson is a local landscape architect with a strong interest in history and experience in historical research.

It was noted that Historic Preservation Officer, Emy Scherrer, was present at the interviews. There was no public comment.

Moved by: Gwen Jones

Appoint Kent Watson (At Large), Cathy Bickenheuser (Professional), and Paul Fillicetti (Downtown) for the terms beginning January 1, 2020, and ending on December 31, 2022.

The additional seats, At Large and Alternate, will be held open and the vacancies advertised again.

AYES: (10): Stacie Anderson, Mirtha Becerra, John Contos, Heather Harp, Jordan Hess, Gwen Jones, Julie Merritt, Amber Sherrill, Sandra Vasecka, and Bryan von Lossberg

ABSENT: (2): Jesse Ramos, and Heidi West

Vote results: Approved (10 to 0)

3.2 Appointments to the Missoula Planning Board

The Missoula City/County Consolidated Planning Board includes eleven members in total. The Council has five seats to appoint, three of which are up for appointment. There were five applicants for three seats. One applicant withdrew her application.

Jordan Hess reviewed the candidates:

Vince Caristo has previously been an alternate member on the Planning Board. He works as a transit planner for Mountain Line.

Caroline Lauer works for Climate Smart Missoula and has recently earned her Masters degree in urban planning.

Shane Morrissey is an architect with McArthur, Means, and Wells Architects.

Brad Benshoff is a certified building official.

Mr. Benshoff will be contacted and provided with additional opportunities where his expertise will be better put to use.

Moved by: Bryan von Lossberg

Appoint two regular members and one alternate Caroline Lauer, Vince Caristo, and Shane Morrissey to the Missoula Planning Board for the terms commencing January 1, 2020 and ending December 30, 2021.

AYES: (10): Stacie Anderson, Mirtha Becerra, John Contos, Heather Harp, Jordan Hess, Gwen Jones, Julie Merritt, Amber Sherrill, Sandra Vasecka, and Bryan von Lossberg

ABSENT: (2): Jesse Ramos, and Heidi West

Vote results: Approved (10 to 0)

3.3 Appointments to the Design Review Board

The committee stated they are not prepared to take action on this item at this time.

The Land Use and Planning Appointments Subcommittee will meet again to interview additional people. The item will be held over.

Appoint four members ____ (graphic artist) , ____ (at large), ____ (alternate), and ____ for the terms beginning January 1, 2020 and ending on December 31, 2022, and appoint one vacant alternate position to finish the term beginning immediately and ending on December 31, 2020.

3.4 Review items held in City Council committees

The committee reviewed items held in committee from the previous year.

The first item reviewed was the Title 20 Bike Parking Rewrite. It will be removed.

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The second item was Our Missoula Development Guide - Looking Forward. This development guide was a framework for prioritizing where the city should be developing. It will remain held in committee.

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The last item reviewed was MCPB update to the LUP committee. It will be held in committee with Mr. Hess now listed as the contact in place of Dr. DiBari.

No motion—review held items and identify those that can be removed and/or assigned a new sponsor.

4. ADJOURNMENT

The meeting was adjourned at 12:06.



City of Missoula, Montana
Item to be Referred to City Council Committee

Committee: Land Use and Planning

Item: Informational Item—Change to Development Services Walk-In Hours

Date: January 30, 2020

Sponsor(s): Jeremy Keene

Prepared by: Lori Hart

Ward(s) Affected:

<input type="checkbox"/> Ward 1	<input type="checkbox"/> Ward 4
<input type="checkbox"/> Ward 2	<input type="checkbox"/> Ward 5
<input type="checkbox"/> Ward 3	<input type="checkbox"/> Ward 6
<input checked="" type="checkbox"/> All Wards	<input type="checkbox"/> N/A

Action Required:

No action—informational only.

Recommended Motion(s):

No motion—informational only.

Timeline:

Referral to committee:	February 3, 2020
Committee discussion:	February 5, 2020
Council action (or sets hearing):	N/A
Public Hearing:	N/A
Deadline:	N/A

Background and Alternatives Explored:

Effective February 10, 2020, the Development Services Department will be changing its walk-in service hours Monday through Friday to the following:

- 8 a.m. to 2 p.m. for business licensing and permitting and building services and
- 10 a.m. to 2 p.m. for engineering, planning, and zoning information.

This change will provide more consistent staffing levels during walk-in hours and will allow staff more uninterrupted blocks of time for comprehensive review of existing plans, permits, and licenses. The intent is to balance face-to-face customer service time with behind-the-scenes staff work time while continuing to provide citizens with the high quality, personalized support they expect.

Financial Implications:

None.

Links to external websites: