

Missoula City Council Land Use and Planning Committee Minutes

November 4, 2020

12:45 pm

ZOOM Webinar

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

Members absent: Jesse Ramos

1. ADMINISTRATIVE BUSINESS

1.1 Roll Call

Jordan Hess called the meeting to order at 12:45 pm.

1.2 Approval of the Minutes

1.2.1 October 21, 2020 Land Use and Planning report

The minutes were approved as submitted.

2. PUBLIC COMMENT

3. COMMITTEE BUSINESS

3.1 Appointment to the Missoula Consolidated Planning Board

Mayor John Engen recommended for confirmation the appointment of Tung Pham to the Consolidated Planning Board. A total of six applicants were interviewed and were all strong candidates. Mr. Pham grew up in Missoula and after some time away has returned to the neighborhood he grew up in.

Heidi West joined the meeting shortly after Mayor Engen began speaking.

Members asked about the next vacancy of the Planning Board for the other five applicants to be considered. They also asked how this vacancy opened for Mr. Pham to apply. Mayor Engen confirmed it was due to a member stepping down.

Mary McCrea with Development Services clarified that one Planning Board member is set to come off the board. She will look into if that member was for the city or the county appointment and will follow up once determined. Hess clarified that the Planning Board appoints their own members.

Moved by: Julie Merritt

Confirm the Mayor's appointment of Tung Pham to the Missoula Consolidated Planning Board for a term beginning immediately and expiring on December 31, 2022.

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

ABSENT: (2): Stacie Anderson, and Jesse Ramos

Vote results: Approved (10 to 0)

3.2 Confirmation of Eran Pehan as Community Planning, Development, and Innovation Director

Mayor John Engen asked for the confirmation of the appointment of Eran Pehan to the organization for community development and planning. Ms. Pehan demonstrates remarkable skills as a leader, manager and mentor. She is also highly organized, driven and a great communicator. Her role as the Community Planning, Development, and Innovation Director will help coordinate the rules and regulations to better align with growth in Missoula and the community.

Ms. Pehan with the new Community Planning, Development, and Innovation Department presented on the departmental realignment within the city. Ms. Pehan provided a high level overview of the work that has been engaged in over the last year. Directors and managers from Development Services, Public Works, Parks and Recreation, Missoula's Redevelopment Agency, the Mayor's office, Chief Financial Officer Rob Gannon and Chief Human Resource Officer Kathy Crego were also involved in the realignment process. As Missoula grows, so does the responsibilities that are placed on the departments that handle the management of that growth, causing imbalanced workloads and growing silos between departments. The realignment aims to address specific concerns but is more about the desire to grow and improve as an organization.

Eran Pehan provided an overview of the process and highlighted staff engagement. Over a year ago a series of focus groups were held that helped identify concerns with capacity, process and communication across departments that were the catalyst for a broader realignment effort. Following the focus groups a new director for Development Services was sought but failed. The Coronavirus pandemic caused additional delays in the recruitment process so Mayor Engen established an internal working group to position the city to realign the departments to better meet the goals of the city.

Feedback from staff confirmed the support of a mission-driven realignment approach and work began to translate the functional vision into a new organizational structure. Staff engagement continued with the introduction of the organizational structure to teams within each department and will continue to take feedback throughout the implementation of the realignment.

The mission-driven realignment will be shifted to the departments that most clearly shares their mission. Some examples include the transportation division being shifting under the newly formed Public Works and Mobility Department and the housing and energy conservation and climate action team under the newly formed Community Planning, Development, and Innovation Department. Each department has their own mission which aligns with the overall shared goal.. Physical proximity was also considered. For example, staff in the engineering division will need to continue to work closely with the planners to ensure good communication. Ms. Pehan also went over integrated planning, process improvements and formalized collaboration.

Members expressed overall support of Eran Pehan's new role as director and acknowledged all the work that has gone into the realignment. Ms. Pehan clarified how the staff roles won't change and although the organizational structure is required by the local government, the idea is to allow for better communication within and between the different departments as each department has a role in the planning and implementation of the city's development.

Anderson joined the meeting at 1:13 pm.

Moved by: Jordan Hess

Confirm Eran Pehan as the new Community Planning, Development, and Innovation Director.

AYES: (11): Stacie Anderson, Mirtha Becerra, John Contos, Heather Harp, Jordan Hess, Gwen Jones, Julie Merritt, Amber Sherrill, Sandra Vasecka, Bryan von Lossberg, and Heidi West

ABSENT: (1): Jesse Ramos

Vote results: Approved (11 to 0)

3.3 Referral and Staff Report Hellgate Village East Townhome Exemption Development Conditional Use

Cassie Tripard, associate planner with Development Services, informed the committee on the Hellgate Village East Townhome Exemption Development better known as TED. Ms. Tripard explained that Nick Kaufman filed the conditional use application for the TED on behalf of the owners HEH LLC. The subject property is located in the B2-1 community business zoning district and the subject proposal is for forty-three dwelling units. The presentation and memo #1 presented today are available on eScribe. Ms. Tripard reiterated that the presentation is a pre-public hearing informational item and the motion presented is intended for the public hearing.

Ms. Tripard described the proposed TED being located on Lot 1 & 2 of the Hellgate Village subdivision, east of Mary Jane boulevard, west of the Hellgate Meadows Subdivision, south of the Pleasant View Homes Subdivision near Hellgate Elementary School District. The property under current zoning would allow more dwelling units, however, the applicant is proposing a total of forty-three dwelling units. The proposal also goes with Our Missoula Growth Policy and the proposed site plan was presented showing townhouses with attached and detached garages along with a common area. Ms. Tripard reviewed the history of the project and discussed how Ordinance #3609 and the requirements for TEDs apply to the subject property. Under the ordinance, conditional use approval in compliance with the review requirements must be met. The applicant and Development Services acknowledged and signed an agreement letter that states the property will be subject to the ordinance including amendments.. Transportation and open space also fall under Ordinance #3609 and have been taken into consideration in the planning process. The homes around Hellgate Meadows Subdivision show a similar style of properties that surround the proposed site. Thirteen building types are being proposed and visuals were presented.

The Conditional Use review criteria was outlined and the project is in compliance with Title 20 standards. Cassie Tripard explained that the plan must comply with all applicable local, state, and federal regulations in order to meet zoning requirements. She explained the two conditions of approval and what is required for the proposed plan. Ms. Tripard stated staff recommends eight conditions of approval, each recommended condition of approval was explained in detail. Some of the conditions needed to be amended due to conflict with construction of the area and were added to include additional requirements and changes to improve the construction process. Other conditions covered included transportation and fire safety and staff recommends approval. Nicolas Kaufman, senior planner on the project, expressed gratitude for the city staff involved with the project and presented much of what Ms. Tripard covered.

The members got clarification on the timeline along with the process and how the public can get involved. The public hearing will be held during the City Council meeting on Monday, November 9, 2020.

No Action--Pre-public hearing presentation

No Action--Pre-public hearing presentation

4. ADJOURNMENT

Jordan Hess adjourned the meeting at 1:58 pm.