

#### CITY OF HELENA

#### City Commission Meeting February 10, 2025 - 6:00 PM

City - County Building Room 330 / Zoom Online Meeting; https://zoom.helenamt.gov/c/36053471/publicmeetings

- 1. Call to Order and Roll Call
- 2. Pledge of Allegiance
- 3. Minutes
  - A. 1-22-25 Admin Meeting
  - B. 1-23-25 Special Work Session
  - C. 1-27-25 Commission Meeting
- 4. Board & Committee Update
  - A. Board Appointments
- 5. Consent Agenda
  - A Release City's Interest in the Utility Easement located on 1500 Blaine Street
- 6. Bid Award
  - A. Bid Award for The City of Helena Cross Town Connector Transmission Main Valve Replacement Project #22-01
- 7. Communication/Proposals from Commissioners
- 8. Report of the City Attorney
- 9. Report of the City Manager
  - A 2025 Food for Fines Event
- 10. Communications from the Helena Citizens Council
- 11. Regular Items
  - A Consider Acceptance of Integrated Solid Waste Master Plan
  - **B.** Consider passing a resolution of intention authorizing the City to quitclaim the property legally described below to the Helena Regional Airport Authority (Airport Authority) upon final approval of the City Commission.
  - C. Consider an ordinance that changes the zoning in The Peaks Phase 1, MVM from R-U to R-4 [War Eagle St]
- 12. Public Hearings
  - A Consider an ordinance that changes the zoning in The Peaks Phase 1, MVM, from R-2 and B-2 to R-U and R-4 [Peaks Ave area]
- 13. Public Communications
- 14. Adjournment

It is the policy of the City Commission to take public comment on any action item. For further information on any of the items mentioned above, please contact the City Clerk's Office at 447-8410 or <a href="mailto:dmclayborn@helenamt.gov">dmclayborn@helenamt.gov</a>.

To read packet information while attending a City Commission Meeting please use the City/County wireless network COMM\_MEET during the meeting.

The City of Helena is committed to providing access to persons with disabilities for its meetings, in compliance with Title II of the Americans with Disabilities Act and the Montana Human Rights Act. The City will not exclude persons with disabilities from participation at its meetings or otherwise deny them the City's services, programs, or activities.

Persons with disabilities requiring accommodations to participate in the City's meetings, services, programs, or activities should contact the City's ADA Coordinator, Ellie Ray, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following:

Phone: (406) 447-8490

TTY Relay Service 1-800-253-4091 or 711

Email: citycommunitydevelopment@helenamt.gov

Mailing Address & Physical Location: 316 North Park Avenue, Room 445, Helena, MT 59623.



#### City Commission Administrative Meeting January 22, 2025 – 4:00 PM City County Building, 316 N. Park Ave., Room 326

#### Time & Place

A City Commission Administrative meeting was held Wednesday, January 22, 2025 at 4:00 p.m. physically in the City County Building, Room 326, and via Zoom Hub Link: <a href="https://events.zoom.us/ej/ApLB4tlssE2PMChF3bZ4dFV3kIV0Lep5Iy8fMUMsQXi3-9gHGgrh~A4oRmzgIJN3n5">https://events.zoom.us/ej/ApLB4tlssE2PMChF3bZ4dFV3kIV0Lep5Iy8fMUMsQXi3-9gHGgrh~A4oRmzgIJN3n5</a> Ry-D1sgKQK5M7IHrvPB-UDh3OIPf9MCTJL8y-YZaJ6dNezA

#### **Call to Work Session, Introductions**

(00:04:56) The following responded present:

<u>In Person</u> <u>Via Zoom</u>

City Attorney Dockter
City Manager Burton
Commissioner Dean arrived late
Commissioner Shirtliff
Commissioner Logan
Commissioner Reed

None

#### **Commission Comments, Questions**

Mayor Collins

(00:05:44)	Commissioner Shirtliff asked Public Works Director Leland for an
	update about the City's water quality, referencing recent public
	comment.

(00:09:10) Commissioner Reed asked Director Leland about the scheduled completion day.

(00:09:50) Manager Burton asked Community Development Director Brink about a property on Humbolt Loop, which had been damaged by fire in 2022.

#### **Recommendations from the Helena Citizens Council**

(00:12:38) No representative in attendance.

#### Report of the City Manager

(00:12:51) City Manager Burton had nothing to report.



#### **Department Reports**

#### A. Fire Station 3 Progress Update

- (00:13:03) Fire Chief Campbell and Facilities Director Sampson presented Item A.
- (00:15:50) Commissioner Logan asked Chief Campbell about the specific use of new facilities.
- (00:17:09) Commissioner Dean asked Chief Campbell about a timeline for completion.

#### B. Transportation Systems - 1208 Le Grande Sidewalk Variance Appeal

- (00:18:17) Transportation Systems Director Knoepke presented Item B.
- (00:21:23) Manager Burton discussed next steps for this Item.
- (00:21:41) Commissioner Logan asked Director Knoepke about the appeal process for variances and about the 5% grade rule.
- (00:23:16) David Pinto provided public comment, expressing opposition.
- (00:27:10) Commissioner Reed asked Director Knoepke about existing sidewalks at steep grades.
- (00:28:46) Commissioner Logan asked Manager Burton about the action item on the subsequent Commission Meeting agenda.

#### C. Update of 2013 City of Helena Engineering Standards

- (00:29:40) Development Services Engineer Holling presented Item C.
- (00:33:05) Commissioner Logan asked Engineer Holling about
- (00:34:34) Commissioner Dean requested that the document be made available to the public and Commission in a timely manner
- (00:35:35) Commissioner Reed requested a high-level summary of comments.

#### **Public Comment**

(00:36:24) There were no comments or questions from the Commission and/or public.

#### **Commission Discussion and Direction to the City Manager**

### **Adjournment**



(00:36:34) There being no further business before the Commission, the meeting adjourned at 4:37pm.



#### City Commission Administrative Meeting January 236, 2025 – 5:00 PM

**Zoom Link:** <a href="https://events.zoom.us/ej/AuuFZnxufe9GJMV9cXZ8Udh\_ZwdXC0sWpIdUJFc6kDtDqZDDa-9P~A1GBmXjy8FEq7Lru-0EaBaONdMKH9m-Ax-H5TKhPFyhYWg9l86-e8Q4oceuMg">https://events.zoom.us/ej/AuuFZnxufe9GJMV9cXZ8Udh\_ZwdXC0sWpIdUJFc6kDtDqZDDa-9P~A1GBmXjy8FEq7Lru-0EaBaONdMKH9m-Ax-H5TKhPFyhYWg9l86-e8Q4oceuMg</a>

City County Building, 316 N. Park Ave., Room 326

#### Time & Place

A City Commission Administrative meeting was held Thursday, January 23, 2025 at 5:00 p.m. physically in the City County Building, Room 326, and via Zoom Hub Link: <a href="https://events.zoom.us/ej/AuuFZnxufe9GJMV9cXZ8Udh\_ZwdXC0sWpIdUJFc6kDtDqZDDa-9P~A1GBmXjy8FEq7Lru-0EaBaONdMKH9m-Ax-H5TKhPFyhYWg9l86-e8Q4oceuMg">https://events.zoom.us/ej/AuuFZnxufe9GJMV9cXZ8Udh\_ZwdXC0sWpIdUJFc6kDtDqZDDa-9P~A1GBmXjy8FEq7Lru-0EaBaONdMKH9m-Ax-H5TKhPFyhYWg9l86-e8Q4oceuMg</a>

#### **Call to Work Session, Introductions**

(00:03:50) The following responded present:

In Person	<u>Via Zoom</u>
City Attorney Dockter	none
City Manager Burton	
Commissioner Dean	
Commissioner Shirtliff	
Commissioner Logan	
Commissioner Reed	
Mayor Collins	

#### **Roles & Responsibilities**

- A. Commission/Legislative
- B. City Manager/Executive
- C. Staff/Operations

(00:06:00)	Montana State University Local Government Center Director Clark
	and Associate Director Kent presented Roles & Responsibilities.

(00:11:22) Commissioner Reed discussed supporting or opposing resolutions presented by boards with Commission representation.

#### **Charter Review**

(00:12:00)	Montana State University Local Government Center Director Clark and Associate Director Kent presented a Charter Review.
(00:15:00)	Commissioner Dean discussed conflict of interest.



(00:30:50) Commissioner Dean asked Director Clark about local government implications of legislation.

(00:40:00) Manager Burton and the Commission discussed the Commission's bylaws.

(00:46:00) Commissioner Logan, Director Clark, and the Body discussed updating policies within bylaws to uphold standards and processes.

#### **Public Engagement/Public Participation**

(02:02:00) Montana State University Local Government Center Director Clark and Associate Director Kent presented Public Engagement/Public Participation.

(02:08:30) Commissioner Reed and the Body discussed public comment time limits.

#### **Boards & Committee Project Update**

(00:00:00) Not discussed due to time.

#### **Boards Recommendation Workflow Discussion**

- A. Interim Recommendations
- B. Annual Report
- C. Commission Response & Responsibilities

(00:00:00) Not discussed due to time.

#### **Commission Discussion & Questions**

#### **Public Comment**

(02:15:20) There were no further comments or questions from the Commission and/or public.

#### Adjournment

(02:15:35) There being no further business before the Commission, the meeting adjourned at 7:16pm.



### City of Helena City Commission Meeting January 27, 2025 – 6:00 PM

Zoom Hub Link; <a href="https://lccountymt.zoom.us/ze/hub/helenamt">https://lccountymt.zoom.us/ze/hub/helenamt</a> City County Building Commission Chambers, Room 330

#### Time & Place

A regular City Commission meeting was held on Monday, January 27, 2025 at 6:00 p.m. via Zoom Hub Link: <a href="https://lccountymt.zoom.us/ze/hub/helenamt">https://lccountymt.zoom.us/ze/hub/helenamt</a> and physically in the City County Building Commission Chambers, Room 330.

#### Call to Order and Roll Call

(00:06:24) The following responded present, either via zoom or in person:

<u>In Person</u>	<u>Via ∠oom</u>
City Attorney Dockter City Manager Burton	none
Commissioner Dean	
Commissioner Shirtliff	
Commissioner Logan	
Commissioner Reed	
Mayor Collins	

#### Pledge of Allegiance

(00:07:00) Mayor Collins asked attendees to please stand and join in the Pledge of Allegiance.

#### **Minutes**

A. 1-13-25 Commission Meeting

(00:07:26) There being no comments or questions from the Commission, Mayor Collins accepted Minutes A.

#### **Consent Agenda**

A. Adoption of the 2025 Official Zoning Map for the City of Helena



(00:08:00) Commissioner Dean made a motion to approve Consent Agenda Items A. Commissioner Shirtliff seconded the motion.

(00:08:27) Mayor Collins called for a vote.

Commissioner Shirtliff voted:
Commissioner Logan voted:
Commissioner Reed voted:
Commissioner Dean voted:
Aye
Mayor Collins voted:
Aye
Aye

The motion carried 5:0.

#### **Bid Award**

A. Transportation Systems - SLIPA Grant - ADA Ramp Improvements

(00:08:50) Transportation Systems Director Knoepke presented Item A.

(00:10:30) Commissioner Shirtliff made a motion to award the SLIPA Grant - ADA Ramp Improvement Project contract to the contractor, All Around Construction for the not to exceed amount of \$307,775. Commissioner Logan seconded the motion.

(00:10:50) Mayor Collins called for a vote.

Commissioner Shirtliff voted: Aye
Commissioner Logan voted: Aye
Commissioner Reed voted: Aye
Commissioner Dean voted: Aye
Mayor Collins voted: Aye

The motion carried 5:0.

# B. Transportation Systems - Bid Award for FY2025 Sidewalk Improvement Program

(00:11:08) Transportation Systems Director Knoepke presented Item B.

(00:12:15) Commissioner Dean asked Director Knoepke about the possibility of addressing the backlog of applications and requested further discussions regarding sidewalks.

(00:14:41) Commissioner Reed requested that egregious examples and noteworthy issues be discussed going forward.



(00:15:35) Commissioner Dean made a motion to approve award the FY2025 Sidewalk Improvement Program contract to All Around Construction for an amount not to exceed \$150,000. Commissioner Reed seconded the motion.

(00:15:50) Mayor Collins called for a vote.

Commissioner Shirtliff voted: Aye
Commissioner Logan voted: Aye
Commissioner Reed voted: Aye
Commissioner Dean voted: Aye
Mayor Collins voted: Aye

The motion carried 5:0.

#### **Communications/Proposals from Commissioners**

(00:16:04) Commissioner Reed proposed a discussion and/or presentation regarding transportation systems.

(00:17:00) Mayor Collins highlighted the Transportation Systems Department Staff for their work maintaining streets and snow removal efforts, reading recent public comment into the record, provided by Chris Denny.

(00:19:35) Commissioner Logan, Manager Burton, and Commissioner Dean discussed recently increasing railroad crossing times, citing a City Ordinance.

#### Communications from the Helena Citizens Council

(00:22:43) HCC Representative Robert Hoffman discussed recent and upcoming meeting agenda items.

#### **Report of the City Attorney**

(00:23:49) City Attorney Dockter had nothing to report.

#### Report of the City Manager

(00:24:18) Grants Administrator Opitz provided an update regarding the Helena Area Community Foundation grant cycle for 2025.

(00:25:30) Commissioner Logan asked Administrator Opitz for clarification of City and County dollar amounts.



#### **Regular Items**

- A. Consider acceptance of a Growing Friends Grant for the Law and Justice Center Xeriscape Garden
- (00:26:20) Administrator Opitz presented Item A.
- (00:27:00) Growing Friends Representative Mackenzie Peterson provided public comment, thanking staff and participants for their work.
- (00:29:13) Commissioner Reed made a motion to approve a Growing
  Friends Grant in the amount of \$2,215 for landscaping and
  trees planted in the xeriscape garden at the Law and Justice
  Center and to adjust appropriations for Fiscal Year 2025 for
  the grant amount. Commissioner Dean seconded the motion.
- (00:29:36) Mayor Collins called for a vote.

Commissioner Shirtliff voted: Aye
Commissioner Logan voted: Aye
Commissioner Reed voted: Aye
Commissioner Dean voted: Aye
Mayor Collins voted: Aye

The motion carried 5:0.

#### B. Consider 1208 Le Grande Sidewalk Variance Appeal

- (00:30:13) Director Knoepke presented Item B.
- (00:33:42) Commissioner Dean asked Director Knoepke about the recommendation to deny the variance.
- (00:36:19) Mayor Collins explained his support for the variance.
- (00:37:35) Applicant David Pinto provided public comment, advocating for approval.
- (00:38:40) Commissioner Logan explained his support for the variance.
- (00:41:40) Commissioner Reed explained her opposition for the variance.
- (00:43:17) Commissioner Dean explained her opposition for the variance.
- (00:45:00) Commissioner Shirtliff explained his opposition for the variance.
- (00:46:15) Commissioner Logan, Commissioner Reed, and Mayor Collins discussed one time variances versus the need for a special district.



(00:49:35) Commissioner Logan made a motion to accept the appeal of the Cleveland Avenue variance as requested by the property owners. Motion is not seconded - dies.

(00:52:45) Commissioner Reed made a motion to deny the appeal and allow the original sidewalk variance recommendation to stand. Commissioner Dean seconded the motion.

(00:53:00) Mayor Collins asked Attorney Dockter about motion proceedings.

(00:54:00) Mayor Collins called for a vote.

Commissioner Shirtliff voted: Aye
Commissioner Logan voted: No
Commissioner Reed voted: Aye
Commissioner Dean voted: Aye
Mayor Collins voted: No
The motion carried 3:2.

- C. Consider a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to Stockman Financial Corporation for costs associated with demolition activities at 1020 North Last Chance Gulch.
- (00:54:00) Senior Planner Ray presented Item C.
- (00:56:29) Steve Fawcett provided public comment, thanking the Commission.
- (00:56:50) Commissioner Reed asked Planner Ray if this item has been considered by the TIF Board and variances reviewed by the Board of Adjustment.
- (01:00:06) Commissioner Dean made a motion to approve a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to Stockman Financial Corporation for costs associated with demolition activities at 1020 North Last Chance Gulch. Commissioner Shirtliff seconded the motion.
- (01:00:25) Commissioner Reed discussed TIF Board appointment.
- (01:00:43) Mayor Collins called for a vote.

Commissioner Shirtliff voted: Aye
Commissioner Logan voted: Aye



Commissioner Reed voted: Aye
Commissioner Dean voted: Aye
Mayor Collins voted: Aye

The motion carried 5:0.

- D. Consider a Resolution Conditionally Granting Twin Creek 9 Housing Associates LLLP a waiver of \$25,741.68 in permit fees and Twin Creek 4 Housing Associates LLLP a waiver of \$21,097.19 in permit fees for the Twin Creek Apartments located at 300 and 310 Dorothy Street.
- (01:01:30) Housing Coordinator Pichette presented Item C.
- (01:03:40) Seth O'Connell provided public comment, thanking Staff and providing and update.
- (01:04:50) Commissioner Logan thanked Mr. O'Connell.
- (01:05:17) Commissioner Shirtliff made a motion to approve a
  Resolution Conditionally Granting Twin Creek 9 Housing
  Associates LLLP a waiver of \$25,741.68 in permit fees and
  Twin Creek 4 Housing Associates LLLP a waiver of
  \$21,097.19 in permit fees for the Twin Creek Apartments
  located at 300 and 310 Dorothy Street. Commissioner Dean
  seconded the motion.
- (01:05:53) Mayor Collins called for a vote.

Commissioner Shirtliff voted: Aye
Commissioner Logan voted: Aye
Commissioner Reed voted: Aye
Commissioner Dean voted: Aye
Mayor Collins voted: Aye

The motion carried 5:0.

#### **Public Communications**

(01:06:02) There were no further comments or questions from the Commission and/or public.

#### Adjournment

(01:06:13) There being no further business before the Commission, the meeting adjourned at 7:07pm.



	MAYOR
ATTEST:	
CLERK OF THE CITY COMMISSION	<del>_</del>

February 10, 2025

TO: City Commissioners

FROM: Mayor Wilmot Collins

SUBJECT: Board Appointments

I am recommending the following board appointments:

**Affordable Housing Trust Fund** 

**Advisory Board** 

Appointment of Sara Shepard to an interim term on the Affordable Housing Trust Fund Advisory Board as a Citizen-at-Large Representative. Interim Term expires

January 31, 2026.

Golf Advisory Board Appointment of Jim Tucker to a first term on the Golf

Advisory Board. Term will expire October 31, 2027.

City-County Parks Board Appointment of Erin Madison to a first term on the

City-County Parks Board as a City Appointee. Term

will expire September 30, 2027.

City-County IT&S Board Reappointment of Gary Myers to a second term on the

City-County IT&S Board as an IT Executive Citizen-at-

Large. Term will expire January 23, 2027.

<sup>\*</sup>Appointees can reapply for full terms following the completion of the Interim Appointment.

#### City of Helena, Montana

01/31/2025

**To:** Mayor Collins and the Helena City Commission

From: Tim Burton, City Manager

Ryan Leland, Public Works Director Ed Coleman, Public Works Deputy Director Brian Holling, Development Services Engineer

Subject: Release City's Interest in the Utility Easement located on 1500 Blaine

Street

<u>Present Situation:</u> The City of Helena possesses an existing 20 feet wide easement that

follows the alignment of an existing water main at 1500 Blaine Street. After completion of the original water main, a building was constructed that encroached into the easement, however the water main was still accessible if it ever needed to be uncovered. Recently, the building owner preferred to not have the easement encumber the building footprint and opted to relocate the water main, at his expense. The owner has granted a new easement to the City of Helena for the

relocated water main.

**Background Information:** The City of Helena possesses an existing 20 feet wide easement that

follows the alignment of an existing water main at 1500 Blaine Street. After completion of the original water main, a building was constructed that encroached into the easement, however the water main was still accessible if it ever needed to be uncovered. Recently, the building owner preferred to not have the easement encumber the building footprint and opted to relocate the water main, at his expense. The owner has granted a new easement to the City of Helena for the

relocated water main.

**Proposal/Objective:** With the new water main alignment, and a new easement granted, the

property owner desires the City of Helena to release the existing

easement.

**Advantage:** With the new water main alignment shifted away from the existing

building, there is now adequate space available to perform any future maintenance or replacement without disturbing the building uses or using expensive shoring methods during future maintenance.

Notable Energy Impact: N/A

**Disadvantage:** None expected.

Quasi-Judicial Item: False

Notice of Public Hearing: False

**Staff Recommendation/ Recommended Motion:**Move to approve the Release City's Interest in the Utility Easement located on 1500 Blaine Street for the relocated of the water main.

City Attorney's Office 316 North Park Avenue Room 203 Helena, MT 59623 (406) 457-8595

3431923 B: M63 P: 9177 EMT 01/30/2025 02:32 PM Pages: 1 of 3 Fees: 24.00

# 

#### **UTILITY EASEMENT**

This Easement is granted this 23dd day of 2001., 2024, by ALBATROSS, LLC, 300 Main Street, Shelby, Montana 59474, hereinafter referred to as "Owner," to the CITY OF HELENA, MONTANA, a municipal corporation organized and existing under the laws of the State of Montana, 316 North Park Avenue, Helena, Montana 59623, hereinafter referred to as "City."

 Owner hereby grants the City a perpetual, exclusive utility easement over, under, and across the following described property:

Lots B and C, Rail Link Minor Subdivision, as disclosed by Certificate of Survey, filed under Document No. 492235-E, records of Lewis and Clark County, Montana.

- The boundaries of this easement, within which are located a water main and appurtenances thereto, are described and depicted on Exhibit "A" attached hereto and by this reference made a part hereof.
- The easement granted hereby is for the purpose of allowing the City to construct, operate, maintain, replace, repair, reconstruct, and remove the water main, together with any

necessary appurtenances, over, under, and across the above-described property.

4. Neither Owner nor Owner's tenants may materially interfere with or obstruct the City's ability to operate and maintain the water main within the easement. The easement must be kept free from obstructions. The City is hereby authorized to cause any obstructions to the easement to be removed at the Owner's expense without notice.

IN WITNESS WHEREOF, the Owner executed this document the day and year first above written.

By Stan Willing

STATE OF MONTANA ) ss. COUNTY OF LEWIS & CLARK )

On the 33rd day of Santary, 2024, before me, a Notary Public for the State of Montana, personally appeared Steven Williamson, owner of Albatross, LLC, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same in such capacity.

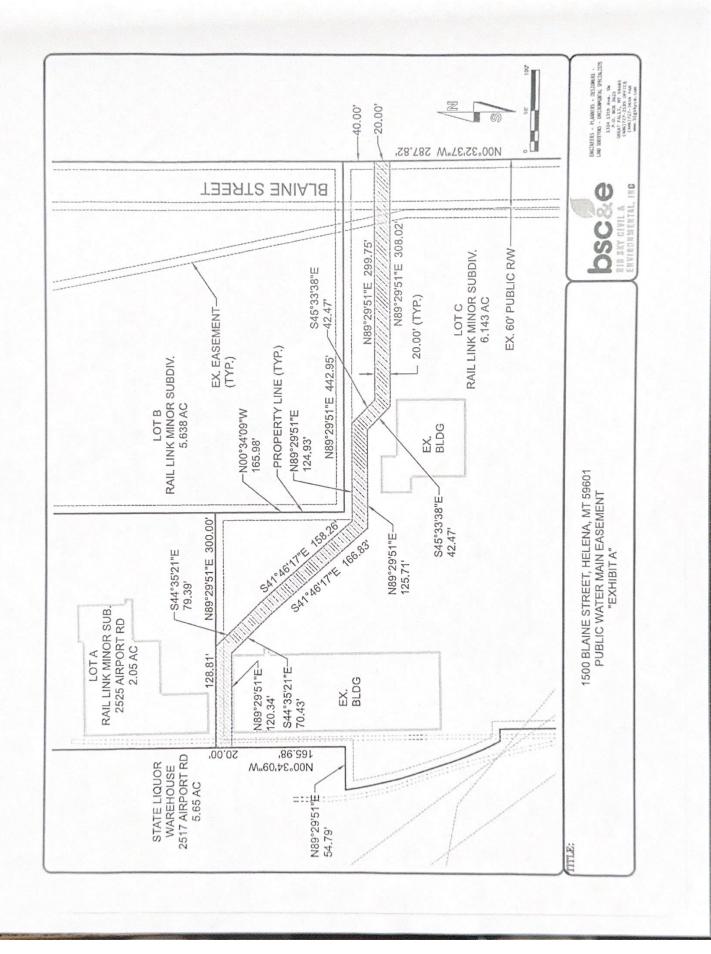
IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year first above written.

SEAL

OF MONTH OF THE STORES

NOTARY PUBLIC for the State of Montana Residing at Shelby, Montana My Commission Expires April 29, 2028

Name: Property of State of Montana
Residing in: State of Montana
My Commission expires: 4-22-2028





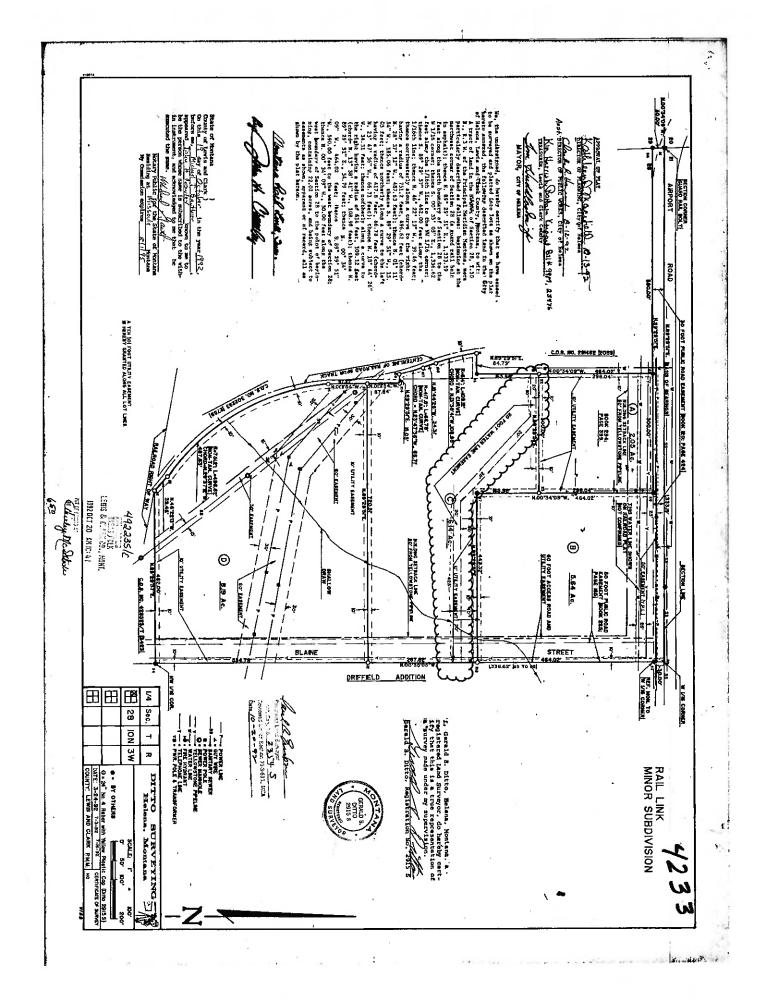
Public Works Department, Room 417

316 North Park Avenue Helena MT 59623

# City of Helena Public Works Department

## REQUEST FOR RELEASE OF EASEMENT

Owner: Albatross, LLC	_PhoneNo.:	(337) 789-4941	
Contact Name: Joel Fuller	_Contact Phone:	: (337) 789-4941	
Mailing Address: 300 Main Stree	t, Shelby, MT 59	3474	
Project Name & Location: 1500 Blaine S	Street Water Mai	n Relocation - 1500 Blaine Street	
Reason for Release of Easement Requ	est (please attac	ch additional sheet(s) if necessary):	
Please Note: Additional revie	w time will be r	equired if utilities other than City utilities	have an
interest in the easement.			
The proposed easement abandonment	is being complet	ed to remove an existing easement in con	flict
with existing buildings onsite. The ease	ment that is beir	ng abandoned is effectively being replaced	 I with a
		well as existing water main in place onsite	
		J. Commission of the Commissio	-
Complete Easement Legal Description (	please attach ad	lditional sheet(s) if necessary):	
20' water line easement per Doc. #492	235/E as detailed	d on Rail Link Minor Subdivision Plat (Plat	4233).
Owner Signature	Vellen	Date 1/27/25 Position Title OWNER	
Print Name Steve WILL	AUSON	Position Title_OWNER	
•			
Note to applicant:			
Please provide an exhibit of the original	easement with the	e signed Request of Release of Easement f	orm. The
request process requires that City Staff, City	ty Manager, and t	he City Commission all review the request. D	ue to this
process please allow for a minimum of 6-8 v	veeks to process a	all requests.	
Please return the Public Works Departme	ent, Room 417 Cit	ty and County Building, or mail to:	
City of Helena			



#### City of Helena, Montana

01/24/2025

**To:** Mayor Collins and the Helena City Commission

From: Tim Burton, City Manager

Ryan Leland, Public Works Director

Jamie Clark, City Engineer

**Subject:** Bid Award for The City of Helena Cross Town Connector Transmission

Main Valve Replacement Project #22-01

Present Situation:

The Cross-Town Connector (CTC) water transmission main is, as its name suggests, a large diameter (18-24 inch) transmission main that connects the Ten Mile Water Treatment Plant outfall main near Williams Street to water storage facilities on Mt. Helena and the Missouri River

Water Treatment Plant outfall main East of the Interstate. The water transmission main was constructed in three separate projects in 1960,

1971, and 1974.

Recent efforts to work on the Cross-Town Connector have been hampered by the inoperability or infrequency/spacing of isolation valves on the aging transmission main. This has resulted in the limitation of the ability to work on or smaller mains adjacent to the CTC main. In its current configuration, the CTC requires the shutting down of a minimum of a thousand feet of main to maintain or tap into it. This represents a significant shutdown of water service and potential problems in the event of a main break, including significant water losses/damage, and the inability to shut down the CTC without shutting off the Ten Mile Water Treatment Plant resulting in significant water service disruption. The existing valve network on the CTC is beyond its serviceable life and is in need of an update and upgrade. This project addresses these issues by replacing, updating and increasing the frequency of isolation and air/vacuum release valves on the main.

The City advertised the project for bid on November 23rd, 30th, and December 7th, 2024. Bids were opened on December 17th, 2024. The City received three bids for the Cross-Town Connector Valve Replacement Project from Hard Rock Road Building and Utilities Inc. of Helena, MT, Montana Civil Contractors of Belgrade, MT and Helena Sand and Gravel Inc. of Helena, MT. The apparent low responsive bidder for the project is Hard Rock Road Building and Utilities Inc. of Helena, MT with a bid of \$3,019,500.00.

**Background Information:** 

The Cross-Town Connector (CTC) water transmission main is, as its name suggests, a large diameter (18-24 inch) transmission main that connects the Ten Mile Water Treatment Plant outfall main near Williams Street to water storage facilities on Mt. Helena and the Missouri River Water Treatment Plant outfall main East of the Interstate. The water transmission main was constructed in three separate projects in 1960, 1971, and 1974.

Recent efforts to work on the Cross-Town Connector have been hampered by the inoperability or infrequency/spacing of isolation valves on the aging transmission main. This has resulted in the limitation of the ability to work on or smaller mains adjacent to the CTC main. In its current configuration, the CTC requires the shutting down of a minimum

of a thousand feet of main to maintain or tap into it. This represents a significant shutdown of water service and potential problems in the event of a main break, including significant water losses/damage, and the inability to shut down the CTC without shutting off the Ten Mile Water Treatment Plant resulting in significant water service disruption. The existing valve network on the CTC is beyond its serviceable life and is in need of an update and upgrade. This project addresses these issues by replacing, updating and increasing the frequency of isolation and air/vacuum release valves on the main.

The City advertised the project for bid on November 23rd, 30th, and December 7th, 2024. Bids were opened on December 17th, 2024. The City received three bids for the Cross-Town Connector Valve Replacement Project from Hard Rock Road Building and Utilities Inc. of Helena, MT, Montana Civil Contractors of Belgrade, MT and Helena Sand and Gravel Inc. of Helena, MT. The apparent low responsive bidder for the project is Hard Rock Road Building and Utilities Inc. of Helena, MT with a bid of \$3,019,500.00.

Proposal/Objective:

Consider awarding the contract to Hard Rock Road Building and Utilities Inc, which submitted the lowest responsive bid for \$3,019,500.00.

Advantage:

The valve system on the Cross-Town Connector has exceeded its design life and is not fully functional to allow for proper operation of the water treatment and distribution system. Replacement and addition of isolation valves and replacement of vacuum/air release valves will allow for operation of the Cross-Town Connector foreseeable future. Fixing the valve system on the CTC will significantly reduce the consequences of main breaks on the CTC and allow for a more resilient and efficient water treatment and distribution system.

Notable Energy Impact: none expected

**Disadvantage:** none expected

Quasi-Judicial Item: False

Notice of Public Hearing: False

Staff Recommendation/ Recommended Motion: Move to award the Cross-Town Connector Valve Replacement Project to the lowest responsible bidder Hard Rock Road Building and Utilities Inc in the amount of \$3,019,500.00.

CERTIFIED BID TABULATIONS
HELENA CROSSTOWN CONNECTOR - VALVE REPLACEMENT 2024
CITY OF HELENA PROJECT #22-01
BID DATE: DECEMBER 17, 2024



Robert Peccia & Associates HELENA, MONTANA 3147 Saddle Drive

KALISPELL, MONTANA 102 Cooperative Way, Suite 300 BOZEMAN, MONTANA 1019 E Main Street, Suite 101

							I		ad Building &	Western	Municipal	Helena Sand & Gravel		
					Engineer's	s Estimate	Utilities			Billings, MT		a, MT		
Item No.	Quantity	Unit	Description	Ur	nit Price	Total Price		Unit Price	Total Price	Unit Price	Total Price		Unit Price	Total Price
ASE BID	1	LS	Phase 3 Mobilization / Demobilization	\$	100,000.00	\$ 100,000	\$	40,000.00	\$ 40,000	\$ 180,000.00	\$ 180,000	\$	189,400.00	\$ 189,400
2	10	HR	Phase 3 Exploratory Excavation	\$	350.00				\$ 2,700			7		
3	10	CY	Phase 3 Rock Excavation and Removal	\$	250.00	\$ 2,500	\$	850.00	\$ 8,500	\$ 200.00		7		
4	1	LS	Phase 3 Draining & Disposal	\$	20,400.00			12,500.00	\$ 12,500					
5 6	1	LS LS	Phase 3 Filling, Flushing, and Testing  Temporary Water Douglas Street	\$	11,300.00 14,100.00	\$ 11,300 \$ 14,100	1	3,000.00 22,000.00	\$ 3,000 \$ 22,000	\$ 88,800.00 \$ 34,000.00		_	26,000.00 131,000.00	
7	1	LS	Feature 301 - 20" x 3" ARV Vault	\$	92,000.00		1	55,000.00	\$ 22,000	\$ 34,000.00		_	123,000.00	\$ 123,000
8	1	LS	Feature 302 - 20" x 4" ARV Vault	\$	97,500.00		1	55,000.00				_	105,000.00	
9	1	LS	Feature 303 - 20" x 4" Combo Vault	\$	173,300.00	\$ 173,300	\$	100,000.00	\$ 100,000	\$ 200,000.00	\$ 200,000	\$	204,000.00	\$ 204,00
10	1	LS	Feature 304 - 20" x 3" Combo Vault		151,900.00			100,000.00				_		
11	1	LS	Feature 305 - 20" x 6" Hydrant	\$	23,800.00		1	30,000.00	\$ 30,000			_	22,000.00	
12 13	1	LS LS	Feature 306 - 20" x 3" Combo Vault Feature 307 - 20" x 3" Combo Vault	1	155,500.00 153,000.00		1	100,000.00	\$ 100,000 \$ 145,000			_		
14	1	LS	Feature 308 - 8" Buried Gate Valve	\$	22,100.00		11	9,500.00			1	_		
15	1	LS	Feature 309 - 8" Gate Valve Removal	\$	9,200.00		1	5,000.00	\$ 5,000			7	25,000.00	
16	1	LS	Feature 310 - 20" BFV Vault Removal	\$	34,000.00	\$ 34,000	\$	18,000.00	\$ 18,000	\$ 35,700.00	\$ 35,700	\$	57,000.00	\$ 57,00
17	1	LS	Feature 311 - 20" x 4" Combo Vault		140,800.00			85,000.00	\$ 85,000					
18	1	LS	Transport & Handling of City Supplied Materials	\$	20,000.00		1		\$ 3,000			_		
19 20	1	LS LS	Provision of Materials Not Supplied by City  Installation of PRV Vault, Pipe, and Appurtenances	\$	15,000.00 105,000.00		11	30,000.00	\$ 30,000 \$ 30,000			_	45,000.00 194,000.00	
21	10	EA	Additional Temporary Water Services	\$	2,500.00		11	1,500.00	· · · · · · · · · · · · · · · · · · ·			7		
			TOTAL OF BASE BID		-	\$ 1,369,900		-	\$ 869,200	-	\$ 1,818,200		-	\$ 1,978,00
	ALTERNAT		Discould Market in 12 and in	_	445.650	Φ	_	40					100.000	•
101	10	LS	Phase 1 Mobilization / Demobilization	\$	115,000.00 350.00		1	40,000.00 270.00	\$ 40,000 \$ 2,700	\$ 150,000.00				
102 103	10	HR CY	Phase 1 Exploratory Excavation  Phase 1 Rock Excavation and Removal	\$	250.00		1	850.00	\$ 2,700 \$ 8,500			11		
103	1	LS	Phase 1 Rock Excavation and Removal  Phase 1 Draining & Disposal	\$	27,200.00		11		\$ 12,500			_		
105	1	LS	Phase 1 Filling, Flushing, and Testing	\$	13,700.00		11	3,000.00	\$ 3,000			╗	62,000.00	•
106	1	LS	Temporary Water to Forest Estates Pump Station	\$	52,900.00			20,000.00	\$ 20,000	\$ 34,000.00	\$ 34,000	7		
107	1	LS	Feature 101 - 24" x 3" Combo Vault		120,000.00		1	115,000.00				_	178,000.00	
108	1	LS	Feature 102 - 24" x 4" Combo Vault		166,700.00		1	150,000.00		\$ 200,000.00		_	230,000.00	
109	1	LS	Feature 103 - 24" x 2" ARV Vault	\$	89,400.00	\$ 89,400	1	65,000.00	\$ 65,000	\$ 180,000.00		_		\$ 132,00
110 111	1	LS LS	Feature 104 - 24" x 3" ARV Vault Feature 105 - 24" Buried BFV	\$	93,500.00		1	75,000.00 62,000.00	\$ 75,000 \$ 62,000			71		
112	1	LS	Feature 106 - 24" Buried BFV	\$	82,800.00			55,000.00				7		
113	1	LS	Feature 107 - 20" Buried BFV	\$	64,800.00			45,500.00	\$ 45,500			_		
114	1	LS	Feature 108 - 20" x 2" ARV Vault	\$	79,000.00		1	60,000.00					105,000.00	
115	1	LS	Feature 109 - 16" Buried BFV	\$	38,400.00	\$ 38,400	\$	32,000.00	\$ 32,000	II .		\$	52,000.00	\$ 52,000
116	1	LS	Feature 110 - 18" Buried BFV	\$	53,800.00		1	45,000.00				7		
117	1	LS	Feature 111 - 18" x 6" Blow-Off	\$	54,000.00			45,000.00	\$ 45,000			7		
118	1	LS	Feature 112 - 18" x 2" ARV Vault  TOTAL OF ADDITIVE ALTERNATE #1	\$	83,500.00	\$ 83,500 \$ 1,254,700	1	60,000.00	\$ 60,000 \$ 896,200	\$ 69,900.00	\$ 69,900 \$ 1,474,700		96,000.00	\$ 96,000 \$ 1,699,000
DDITIVE	ALTERNAT	E #2	TOTAL OF ADDITIVE ALTERNATE #1			1,204,700			030,200		ψ 1,474,700			Ψ 1,000,000
201	1	LS	Phase 2 Mobilization / Demobilization	\$	85,000.00	\$ 85,000	\$	25,000.00	\$ 25,000	\$ 80,000.00	\$ 80,000	\$	100,000.00	\$ 100,000
202	10	HR	Phase 2 Exploratory Excavation	\$	350.00	\$ 3,500	\$	270.00	\$ 2,700	\$ 400.00	\$ 4,000	\$	450.00	\$ 4,500
203	10	CY	Phase 2 Rock Excavation and Removal	\$	250.00				\$ 8,500			_		
204	1	LS	Phase 2 Draining & Disposal	\$	20,400.00			12,500.00	\$ 12,500			_		
205 206	1	LS LS	Phase 2 Filling, Flushing, and Testing  Temporary Water on Clarke Street	\$	13,100.00 14,400.00			3,000.00 18,000.00	\$ 3,000 \$ 18,000			$\neg$		-
207	1	LS	Temporary Water to Reeders Village Pump Station	\$	25,900.00				\$ 4,500			_	87,000.00	
208	1	LS	Temporary Water to 100 North Park Avenue	\$	9,600.00		1	6,000.00	\$ 6,000			_	87,000.00	
209	1	LS	Feature 113 - 18" Buried BFV	\$	58,300.00		1	•	\$ 45,000			_		
210	1	LS	Feature 201 - 20" x 3" Combo Vault		.,	\$ 119,000		100,000.00				7	163,000.00	
211	1	LS	Feature 202 - 20" x 4" Combo Vault		122,500.00				\$ 100,000			_	163,000.00	
212	1	LS	Feature 203 - 16" x 2" Combo Vault  TOTAL OF ADDITIVE ALTERNATE #2		116,500.00	\$ 116,500 \$ 590,700	1 -	75,000.00	\$ 75,000 \$ 400,200	\$ 155,000.00	\$ 155,000 \$ 787,600	_	238,000.00	\$ 238,000 \$ 1,101,500
DDITIVE	ALTERNAT	E #3	TOTAL OF ADDITIVE ALTERNATE #2			ψ 5 <del>3</del> 0,700			Ψ00,200		707,000			Ψ 1,101,50
301	1	LS	Feature 204 - 16" x 6" Blow-Off	\$	56,000.00	\$ 56,000	\$	50,000.00	\$ 50,000	\$ 109,000.00	\$ 109,000	\$	207,000.00	\$ 207,000
302	1	LS	Feature 205 - 16" x 3" Combo Vault	\$	119,200.00	\$ 119,200	\$	85,000.00	, , , , , , , , , , , , , , , , , , , ,			\$	161,000.00	\$ 161,000
303	1	LS	Feature 206 - 16" x 6" Hydrant	\$	24,900.00		1	30,000.00				71	22,000.00	
DDITIVE	ALTERNAT	F #4	TOTAL OF ADDITIVE ALTERNATE #3		-	\$ 200,100		-	\$ 165,000	-	\$ 267,000			\$ 390,000
401	1	LS	Feature 207 - 16" x 3" ARV Vault	\$	75,200.00	\$ 75,200	\$	60,000.00	\$ 60,000	\$ 168,000.00	\$ 168,000	\$	147,000.00	\$ 147,000
401	1	LS	Feature 207 - 16" x 3" ARV Vault Feature 208 - 16" x 3" ARV Vault	\$	75,200.00		1	55,000.00			1	_		
403	1	LS	Feature 209 - 10" x 6" Hydrant	\$	26,400.00				\$ 30,000			7	30,000.00	
404	1	LS	Feature 210 - 10" Buried Gate Valve	\$	25,900.00			20,000.00				7		
405	1	LS	Feature 211 - 16" x 3" Combo Vault		117,800.00			80,000.00	\$ 80,000			$\neg \neg \neg$		
406	1	LS	Feature 212 - 16" x 6" Hydrant	\$	27,500.00		1	20,000.00					55,000.00	
DDITIVE	ALTERNAT	E #5	TOTAL OF ADDITIVE ALTERNATE #4			\$ 348,000			\$ 265,000	-	\$ 506,500			\$ 560,00
501	1	LS	Phase 4 Mobilization / Demobilization	\$	60,000.00	\$ 60,000	\$	4,700.00	\$ 4,700	\$ 80,000.00	\$ 80,000	\$	100,000.00	\$ 100,00
502	10	HR	Phase 4 Exploratory Excavation	\$	350.00			270.00	\$ 2,700			71		
503	10	CY	Phase 4 Rock Excavation and Removal	\$	250.00			400.00	\$ 4,000			_		
504	1	LS	Phase 4 Draining & Disposal	\$	16,200.00	\$ 16,200	\$	12,500.00	\$ 12,500	\$ 11,200.00	\$ 11,200	\$	25,500.00	\$ 25,50
505	1	LS	Phase 4 Filling, Flushing, and Testing	\$	8,700.00	,	1		\$ 3,000			7	68,000.00	
506	1	LS	Temporary Water to J4 Automotive	\$	18,800.00		1	14,000.00	\$ 14,000			_	45,000.00	
507	1	LS	Temporary Water to Hanger Vault	\$	10,800.00		11	10,500.00				7		•
508 509	1	LS LS	Temporary Water Skyway Drive Feature 401 - 8" Buried Gate Valve	\$	25,400.00 29,200.00			10,500.00 30,000.00	\$ 10,500 \$ 30,000			7		
510	1	LS	Feature 401 - 8" Buried Gate Valve Feature 402 - 20" x 3" Combo Vault		158,100.00			115,000.00						
	1	LS	Feature 403 - 20" x 6" Hydrant	\$	25,400.00		II .	22,000.00				- 11		
511		LS	Feature 404 - 20" x 3" Combo Vault		139,400.00		1	95,000.00	\$ 95,000			_		
	11	LO		<u> </u>	,		— <del>-</del>	,					,	
511	1	LS	Feature 405 - 20" x 3" Combo Vault		164,800.00		1	100,000.00	\$ 100,000	\$ 175,000.00	\$ 175,000	\$		
511 512	1		Feature 405 - 20" x 3" Combo Vault  TOTAL OF ADDITIVE ALTERNATE #5	\$			1		\$ 100,000 \$ 423,900	\$ 175,000.00 -	\$ 175,000 \$ 842,700	71		

The Tabulation of Bids herein is a true representation of the Bids received on December 17, 2024.

# BUDGET WORKSHEET Cross Town Connector Transmission Main Valve Replacement Project City Project #22-01

Description	Estimate or Cost
ENGINEERING	
Project Design - Robert Peccia & Associates	\$ 284,000.00
Construction/Post Construction Management - Robert Peccia & Associates	\$ 383,698.00
Total Engineering Cost	\$ 667,698.00
CONSTRUCTION COSTS	
Construction Cost - Bid From Hard Rock Road Building & Utilites	\$ 3,019,500.00
10.0% Contingency & Testing	\$ 301,950.00
Total Construction Cost	\$ 3,321,450.00
Misc Cost - Asbestos Site Investigation	\$ 750.00
Misc Cost - Advertisement (Bid, CATEX, Public Mtg.)	\$ 455.00
Misc Cost - Hydra-Stop Valve Insertion	\$ 7,603.00
Total Project Estimate	\$3,997,956.00

Description	Budget
Budget	
WW23002 - Cross Town Connector Valve Replacement 53430550-493110 (DWSRF Loan/ARPA Match)	\$ 4,085,000.00
Total Budget	\$4,085,000.00

Project Manager	Jamie Clark
Project Inspector	Robert Peccia & Associates
Project Designer/Consultant	Robert Peccia & Associates

#### City of Helena, Montana

01/31/2025

**To:** Mayor Collins and the Helena City Commission

From: Tim Burton, City Manager

Ryan Leland, Public Works Director Ed Coleman, Public Works Deputy Director

Pete Anderson, Solid Waste Division Superintendent

Subject: Consider Acceptance of Integrated Solid Waste Master Plan

<u>Present Situation:</u> The City of Helena and Lewis and Clark County in conjunction with key

stakeholders has completed an Integrated Solid Waste Master Plan (Plan) for the City of Helena (City) and Lewis and Clark County (County) <a href="https://beheardhelena.com/15605/widgets/47612/documents/60233">https://beheardhelena.com/15605/widgets/47612/documents/60233</a>. The Plan is intended to guide program development and implementation of long-term waste management for both the City and County with a goal of creating an efficient, comprehensive system that will improve waste diversion, and provide convenient services at the best price for the

people of the City and County.

**Background Information:** 

In the late 1980s the City of Helena and Lewis and Clark County respective landfills were closed, which lead to the start of the integrated solid waste system. After the closers the City and County signed interlocal agreements where the City would own and operate the transfer station and the County would own and operate the landfill. Then in 2014 the City and County signed an additional interlocal agreement to have the City manage the County owned landfill.

The City Public Works Department operates the City's Transfer Station that is located adjacent to Carroll College. City residents pay an annual fee for curbside garbage collection plus 3,000 pounds of disposal at the Transfer Station. In contrast, County Scratch Gravel District residents pay a lesser fee for the same disposal allowance but must self-haul or contract with a private hauler for curbside pickup.

The City is the exclusive garbage hauler for approximately 12,000 single-family households and provides garbage and cardboard collection to over 650 businesses within the city limits. A private waste hauler also collects commercial solid waste within City limits. All City and County household waste is routed through the transfer station so that it can be weighed and City and County fees apportioned appropriately prior to disposal at the County Landfill. The City oversees the permitting of the County permits through an interlocal agreement.

The City and County also manages recycling drop-off facilities at the Transfer Station and seven other sites, some of which are located outside City limits. In addition, private haulers under contract with the City offer subscription-based programs that provide curbside recycling and offer yard waste and food scrap collection services for a fee. Similar subscription-based services are available outside City limits.

Due to the partnership between the City and County relating to solid waste, it was determined to be in the best interest of both entities to jointly develop an Integrated Solid Waste Master Plan. In approximately January of 2022, an ISWMP Steering Committee was formed to aid in

hiring a consultant and developing the Plan. The committee consisted of one City and one County of each: Commissioner, Public Works Representative, At Large Resident, and Board Member, plus a Private Waste Management Representative. The group held multiple steering committee meetings, sponsored several public meetings to provide progress updates, provided project information to the City and County Commissions individually as well as the Joint Commission, widely distributed a public survey, and published several iterations of the draft Plan and accepted public comment on each iteration.

In summary, the majority of the public input and comment received about current solid waste management practices and areas for improvement was through a 25-question survey where information regarding the goals of the Plan and a link to the survey was sent via post card or through City utility bills to approximately 25,000 City and County households as well as advertised in other pertinent public places (i.e. Transfer Station, Centennial Park).

A total of 1,766 responses were collected from City (407 respondents) and County (1,359 respondents) residents. Overarchingly, respondents were satisfied with current services, and some concerns were expressed about increased costs associated with new or additional services.

**Proposal/Objective:** 

The purpose of this agenda item is for the Commissioners to consider acknowledgment of the public process that was undertaken to develop the Plan and accept the Plan as a guiding document for City solid waste services into the future. Implementation or planning for implementation of recommendations from the Plan will be brought before the Commission either as individual items, as part of Capital Improvement Projects in the budget process, or as part of pursuit or receipt of grants. Most recommendations in the Plan will require a cost-of-service analysis to determine how to pay for the improvements or services as well as engineering design.

Advantage:

Acceptance of the Plan will provide a strategy for improved solid waste services that addresses an increasing local population and need for responsible waste management into the future.

Notable Energy Impact: N/A

Disadvantage: N/A

**Quasi-Judicial Item:** False

Notice of Public Hearing: True

Staff Recommendation/ Recommended Motion: Move to accept the 2024 Integrated Solid Waste Master Plan.

Presented by:





Integrated Solid Waste Master Plan

# CITY OF HELENA AND LEWIS AND CLARK COUNTY

December 2024



# THE CITY OF HELENA AND LEWIS AND CLARK COUNTY

# **Integrated Solid Waste Master Plan**

December 2024



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# **List of Abbreviations**

Abbreviation	Term/Phrase/Name
Burns & McDonnell	Burns & McDonnell Engineering Company, Inc.
City	City of Helena
County	Lewis and Clark County
DEQ	Department of Environmental Quality
E-Waste	Electronic Waste
Great West	Great West Engineering, Inc.
HDPE	High Density Polyethylene
HHW	Household Hazardous Waste
ISWMP	Integrated Solid Waste Master Plan
Landfill	Lewis and Clark County Landfill
MRF	Material Recovery Facility
MSW	Municipal Solid Waste
PAYT	Pay As You Throw
Plan	Communication Plan
Transfer Station	City of Helena Transfer Station
US EPA	United States Environmental Protection Agency

## **Executive Summary**

The City of Helena and Lewis and Clark County Integrated Solid Waste Master Plan (ISWMP) is intended to provide guidance for the solid waste system in the City of Helena (City) and Scratch Gravel Solid Waste District in Lewis and Clark County (County). The solid waste system includes garbage collection and disposal, as well as programs for waste reduction, recycling, organic processing, special waste handling, and the administration of these programs. This ISWMP is intended to guide program development and implementation for these activities for the next five to six years while also attempting to anticipate the needs of the solid waste system 20 years from now.

The goal of the ISWMP is to create an efficient, comprehensive system that will improve waste diversion and provide convenient waste disposal services at the best price for the people of Lewis and Clark County and the City of Helena.

#### **Background**

The City Public Works Department operates the City's Transfer Station (Transfer Station). It is the exclusive garbage hauler for approximately 11,800 single-family households (according to fiscal year 2024) within the city limits. It provides garbage and cardboard collection to over 650 businesses within the city limits. In addition, private haulers offer subscription-based programs, while Helena Recycling, LLC, contracted by the City, provides curbside recycling for a fee, collecting various recyclables such as aluminum, tin, paper, cardboard, glass jars, glass bottles, and #1 and #2 plastics. Better Roots Composting and 406 Composting, also under contract, offer yard waste and food scrap collection services. The City Public Works Department manages recycling drop-off facilities at the Transfer Station and six other sites. The Transfer Station accepts household recyclables (cardboard, paper, glass, plastic, tin & aluminum cans), electronics, and yard debris. The six outlying sites accept cardboard, paper, tin, and aluminum cans.

The City provides management of the Landfill through a partnership interlocal agreement and oversees the permitting and general management of the Lewis and Clark County Landfill (Landfill), owned by the County. Landfill account holders can dispose of specific materials like construction waste and asbestos, while other materials go to the Transfer Station.

City residents pay an annual fee of \$194.10 (fiscal year 2024) for curbside collection and 3,000 pounds of disposal at the Transfer Station. In contrast, County residents pay \$98 for the same disposal allowance but must self-haul or use private haulers for curbside pickup. In 2023, the City's and Scratch Gravel District's total landfill disposal (residential waste, commercial waste, roll-offs, self-haul, and construction and demolition waste) was 38,529 tons, averaging 6.23 pounds of waste per person per day.

#### **Communication Plan**

A Communication Plan (Plan) was developed for the ISWMP and was comprised of three phases: gathering general feedback, developing alternative scenarios, and selecting preferred scenarios. The first phase, "Gathering General Feedback," involved collecting feedback from the public and stakeholders of solid waste management about what people wanted to keep or change about the current system. It was also used to collect general data on the current system. Communication methods of this phase focused on surveys, a spokesperson, and open houses. A total of 1,766 responses were collected from city and county residents for Phase One of the Plan, with questions and results detailed in Appendix C. The key findings indicate that most respondents are satisfied with the current solid waste system. However, 55 percent expressed a desire for more diversion opportunities, with 59 percent of these respondents willing to pay \$1-10 per month for additional diversion services. Among the diversion options, 36 percent wanted more recycling opportunities, and 23 percent wanted more composting options. Additionally, 58 percent of

city respondents showed interest in universal curbside recycling, and 63 percent were willing to pay \$1-10 monthly for the service.

Regarding the Transfer Station, 91 percent of respondents reported using it, with 78 percent rating its convenience as good or excellent and 71 percent rating its cost as good or excellent. Regarding Pay As You Throw (PAYT), 72 percent of respondents answered that they did not want a PAYT program. This disinterest was more pronounced among county survey respondents (75 percent) than city survey respondents (61 percent).

#### Phase 2 - Alternative Scenarios

Phase 2, "Alternative Scenarios," of the Plan focused on describing different scenarios for the solid waste management system, detailing their implementation, and listing the advantages and disadvantages of each option. The public provided feedback on the most appealing scenario through surveys, spokesperson engagements, and open houses. This phase aimed to gather public opinion on various scenarios to guide decision-making for the final "Preferred Scenario."

The evaluations considered during this second phase included system-wide assessments, specific service enhancements, and capital infrastructure improvements. System-wide evaluations examined the merits of public versus private solid waste management, the effectiveness of the current collection system, and potential permit modifications, including the PAYT program and other permit changes for better waste tracking. Sub-options explored enhancements in recycling, such as universal curbside collection and additional drop sites, as well as yard waste options, including both subscription and universal curbside collection. Food waste management options were also considered. Capital infrastructure improvements included upgrades to the existing Transfer Station for traffic efficiency, upgrades to the composting facility at the Landfill to process yard waste more efficiently and evaluating the option of constructing a new transfer station. These evaluations and recommendations set the stage for selecting the "Preferred Scenario" for the third phase. The "Preferred Scenario" for each program area is presented as Key Findings and Recommendations.

#### Phase 3 - Preferred Scenario

According to the survey results, most city respondents rate the convenience, reliability, and cost of the current collection service provided as good or excellent. Therefore, moving to an exclusively private or public collection system does not offer city users any advantages. However, data suggests that additional city collection routes may be needed in the future, and the City should continue to evaluate the number of residences and routes collected to make necessary adjustments to maintain the same great service its customers appreciate.

Based on the survey results, most of the County respondents were happy with the current collection service that the private hauler provides. Moving to an exclusively public collection system for county users does not offer any advantages. The County does not have the equipment or staff to serve the county residents. Adding this service would be a significant capital cost to the County.

Additionally, 61 percent of city survey respondents and 75 percent of county survey respondents are not interested in the PAYT system. Special wastes are included in the 3,000-pound waste allotment. Handling special wastes is costly, and the City is unable to recover all the costs to process the materials. To recover the costs of processing and disposing of special wastes, excluding these wastes from the allowed 3,000 pounds and/or lowering the allotted permit amount could be considered. Another option to limit system abuse is to set a daily maximum for disposal. These changes to the permit system would necessitate a cost-of-service study to determine appropriate charges, which may result in a modified PAYT program. Addressing accounting discrepancies and establishing mechanisms for the City and County to improve recycling and waste tracking accuracy are necessary.

The survey results reported that 58 percent of city survey respondents are interested in universal recycling. If the City chooses to begin universal recycling, implementing single-stream recycling is recommended. Single-stream recycling offers operational efficiencies for the City and convenience for residents because it simplifies the process and encourages greater participation. Therefore, establishing a single-stream universal recycling program for city residents should be evaluated further, considering that the monthly fee is higher than survey respondents' willingness to pay. Of county survey respondents, 48 percent desired more waste diversion opportunities, including recycling and composting. To accommodate these needs, it is recommended to establish two additional drop-off sites in the county for recyclables, yard waste, and solid waste. For city residents, a subscription-based yard waste program is recommended, allowing residents to opt into curbside collection. Starting with a subscription-based service will help gauge interest and feasibility. For county residents, due to the distance between residential stops, curbside yard waste collection is not feasible; instead, yard waste should be accepted at the additional drop-off sites. This gradual approach requires minimal initial infrastructure and capital.

As determined by the survey results, the public is pleased with the existing Transfer Station, and they do not wish to relocate the Transfer Station to another property. The existing Transfer Station is undersized for the traffic. The Transfer Station gets congested, and the City would benefit from some improvements. The public would like additional locations for waste disposal and recyclables drop-off in the County. Providing additional waste disposal locations would decrease the Transfer Station's traffic. The compost facility at the Landfill should be upgraded to process yard waste more efficiently. An upgrade to the compost facility will be needed if the City and County proceed with an enhanced yard waste collection program.

A thorough financial analysis of the current system and a capital improvement plan should be undertaken to ensure informed decision-making and effective program development. A cost-of-service study is recommended to provide the City and County with a comprehensive understanding of the current system's costs and revenues and the financial impacts of the proposed program changes. This study would offer long-term direction for solid waste management and help the City and County adapt to the program's evolving dynamics.

# 1.0 Background

# 1.1 Purpose

The City of Helena and Lewis and Clark County Integrated Solid Waste Master Plan (ISWMP) is intended to provide guidance for the solid waste system in the City and the Scratch Gravel Solid Waste District. The Scratch Gravel Solid Waste District includes residents in the greater Helena Valley, Canyon Creek, and Marysville. Marysville is a sub-district of the Scratch Gravel Solid Waste District. The solid waste system includes garbage collection and disposal, programs for waste reduction, recycling, organics, and special wastes, and the administration of these programs. This ISWMP is intended to guide program development and implementation for these activities while attempting to anticipate the needs of the solid waste system 20 years from now.

# 1.2 Tasks Completed

The Great West Engineering and Burns & McDonnell team (project team) was hired to evaluate the system and provide guidance for the future of the solid waste system in the City and the County. The process has been ongoing and has included the following.

- Site tours of the public and private facilities in the community
  - City Transfer Station and other City facilities
  - Lewis and Clark County Landfill
  - o Helena Recycling
  - Valley View Landfill/Better Roots Composting
  - Pacific Steel and Recycling
- Meetings
  - Steering Committee
  - o City and County leaders
  - City and County staff
  - City and County Commissions
  - Public Meetings
- Development of a communication plan to gather public input
- Public Surveys
- System-Wide Evaluation
  - Capital Infrastructure Improvements and Additions
  - Evaluate public vs. private solid waste management
  - Evaluate the collection system
    - Permit evaluation
    - Changes to permit program
    - Modifications for tracking waste
- Sub-options
  - Recycling Options
    - Universal curbside collection
    - Additional drop sites
  - Yard Waste Options
    - Subscription curbside collection
    - Universal curbside collection
  - Food Waste Options
- Complete Integrated Solid Waste Master Plan with findings and recommendations
  - Capital Infrastructure
  - o Recyclables and Yard Waste Diversion
  - System-wide efficiencies

The following sections describe the system evaluation and findings and recommendations in detail.

# 1.3 Public Involvement

# 1.3.1 Steering Committee

The Steering Committee comprised City and County leaders, City and County Commissioners, a representative of the Scratch Gravel Solid Waste Board, a representative of the private hauler and recyclers, and a member of each City and County. Many Steering Committee meetings were held to guide the project team.

- County Commissioner Commissioner Rolfe
- City Commission Commissioner Logan
- County Public Works Dan Karlin or Appointee
- City Public Works Ryan Leland or Appointee
- Scratch Gravel Solid Waste District Board Drenda Niemann
- Citizen Conservation Board (CCB) Richard Sloan
- Private Hauler or Recycler John Hilton, Helena Recycling
- At Large County Resident Cora Helm
- At Large City Resident Tyler Emmert

## 1.3.2 Communication with the Public

The project team developed a public survey in March 2023 to gather input on the existing system and possible improvements. The survey was kicked off with a public meeting to introduce the project to the public. It was released to the public on March 3, 2023, and closed on April 28, 2023. It was distributed via QR code at the Landfill, Transfer Station, City utility bills, postcards to the county residents, social media posts, and the City/County Building.

The survey's goal was to provide an opportunity for the public and stakeholders to express comments about the current solid waste system in both the City and County. It provided multiple-choice and openended questions to create a comprehensive understanding of the public's interest.

# 1.3.3 Survey Results

A total of 1,766 responses were collected from city (407 respondents) and county (1,359 respondents) residents for Phase One of the Plan. The questions asked and the results are presented in Appendices A through E.

Based on the 2020 Census<sup>1</sup>, the City of Helena had a population of approximately 32,244 residents. Collecting 407 surveys from residents represents approximately 1.26% of the total population. This sample size provides a reasonable snapshot of the community's opinions and behaviors, assuming the survey respondents represent the diverse demographics within the City.

Based on the 2020 Census<sup>2</sup>, Lewis and Clark County had a population of approximately 38,882 residents, excluding the City. Collecting 1,359 surveys from residents provides a sample size of

<sup>&</sup>lt;sup>1</sup> <u>U.S. Census Bureau QuickFacts: United States</u>

<sup>&</sup>lt;sup>2</sup> U.S. Census Bureau QuickFacts: United States

approximately 3.5%. Statistically, this sample size can offer a reasonable level of representation, assuming the survey respondents represent the diverse demographics within the County.

Generally, a larger sample size would reduce the margin of error and increase the confidence level in the results. For a population of this size, a total sample of around 760-800 surveys would typically be considered sufficient for a 95% confidence level with a 5% margin of error.<sup>3.</sup>

# 1.3.4 Key Findings

The key findings of this survey are that most respondents are satisfied with the current solid waste system. A more detailed description of key findings is in Section 2.4.2.

# 1.4 Description of Existing System

The team of Great West Engineering and Burns & McDonnell, along with members of the City and County leadership, staff, and steering committee, toured the area's solid waste and waste diversion facilities. These included the Transfer Station, Landfill, City shop, Valley View Landfill and Better Roots Composting (owned by Tri County Disposal), Helena Recycling, and Pacific Steel and Recycling. The team was unable to schedule a tour of 406 Recycling while the Burns & McDonnell team members were available. The facilities are described in the following sections.

#### 1.4.1 Transfer Station

The Transfer Station was built in 1993 when the old City landfill was closed, and the Landfill was permitted under the implementation of EPA Subtitle D Solid Waste Rules. The site is approximately 14 acres and includes one inbound scale, one outbound scale, scalehouse, office, transfer station building, yard waste area, recyclables area, white goods and metal area, and miscellaneous waste handling areas. The old, unlined City landfill is under the existing Centennial Park and the Transfer Station. Over time, the Transfer Station has been upgraded with a new office building, a used oil building, screens around the Transfer Station for litter control, and an addition to the Transfer Station to accommodate trucks with trailers.

The City has an extensive groundwater and landfill gas monitoring system around the Transfer Station, including active and passive gas extraction and monitoring systems to monitor the groundwater and landfill gas created by the old, unlined landfill. The Landfill gas monitoring system infrastructure is in some of the buildings on the Carroll College campus, the YMCA, other buildings near the old landfill, and all buildings on the Transfer Station property. The groundwater system comprises many groundwater monitoring wells located around the old landfill, near Bill Roberts Golf Course, Carroll College, and in the neighborhoods around Carroll College.

The Transfer Station accepts waste from city residents and Scratch Gravel Solid Waste District residents. The City transfers the waste collected at the Transfer Station to the Landfill for disposal. Municipal and construction waste is collected in the transfer station building and disposed of in the lined landfill cell at the Landfill. The City hauls approximately 150-200 tons per day of waste to the Landfill in walking floor transfer trucks.

The Transfer Station building is a three-story pit-style facility. The public and commercial trucks tip waste from the top tipping floor into the pit on the second level, and a loader pushes the waste into a transfer trailer located in a tunnel on the lowest level. The tipping floor has two sides and is separated by the pit.

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<sup>&</sup>lt;sup>3</sup> Sample Size Calculator | Good Calculators

The North Side of the Transfer Station building is used by commercial packer trucks and roll-off trucks only. The public uses the south side. Approximately eight vehicles can fit on the public side at one time. Trucks with trailers can tip waste on the pit level. Approximately three vehicles can dispose of waste at the pit level at the same time.

The City collects other wastes at the Transfer Station, such as yard waste, recyclables, used oil, batteries, paint, metal, white goods, and tires. Yard waste is collected at the yard waste area and transferred to the Landfill for composting. Recyclables are collected in recycling bins and picked up by Helena Recycling for consolidation. The City sells the metal to Pacific Steel and Recycling. The City also has outlying recycling collection areas available to the public 24 hours a day.

The existing Transfer Station experiences extreme congestion due to the high number of users. The congestion can back up cars on the inbound side all of the way to Benton Avenue. One congestion point is on the outbound scale, which backs up the vehicles trying to exit the Transfer Station building. This prevents vehicles from entering the Transfer Station building, ultimately causing a traffic backup on the inbound scale. The backups are caused on the outbound side by cash and credit card payments. The large intersection at the office, yard waste, and metal pile also creates traffic issues. The traffic flow through the Transfer Station needs modification. Proposed modifications to the Transfer Station are described in Section 3.1. The facility gets an average of 560 vehicles per day, 700-900 vehicles per day on the weekends, and during one peak day, the Transfer Station got 1,300 vehicles. The intersection at the main road and yard waste area can become congested when vehicles try to get back into the outbound lane. The Transfer Station needs better traffic management.

# 1.4.2 Landfill

The Landfill is located on Deal Lane and approximately one-half mile east of Lake Helena Drive. Access to the site is via the paved York Road, Lake Helena Drive, and Deal Lane. The total area licensed by the County for solid waste operations is approximately 160 acres, of which approximately 80 acres is used to dispose of municipal solid waste. The County also owns an additional 160 acres south of the licensed site. The County intends to license this 160-acre area for Class II waste disposal in the future. The Landfill currently services the County and the City. The Landfill is approved by the Solid Waste Management Program of the Montana Department of Environmental Quality (DEQ) to accept waste from Jefferson and Broadwater Counties and the City of East Helena. The Landfill is licensed by DEQ to accept Class II municipal solid waste (MSW) for disposal. The Landfill currently accepts approximately 45,000 tons of MSW and 7,800 tons of construction and demolition (C&D) solid waste annually. The Landfill has not seen a significant increase in tonnage for years, which could be due to more waste diversion.

The site began accepting waste in the Phase 1 Landfill cell in October 1994 and reached capacity in December 2002. Phase 2 of the Landfill began taking waste in December 2002. Approximately 7 acres of the Phase 1 Landfill cell were closed in 2004. Approximately 5 acres of the Phase 2 Landfill cell were closed in 2017. Phase 3 opened in November 2011, and Phase 4A opened in April 2022. It is estimated the overall site has approximately 85 years of capacity remaining (45,000 tons/year). The County permitted a Class IV (Construction and Demolition Waste) disposal area on the landfill property in 2005. The municipal waste landfill cells are lined with a synthetic geomembrane liner, and leachate from the landfill cells flows by gravity. It is pumped from the landfill cells to a double-lined leachate pond for evaporation. All stormwater from the landfill areas is directed to stormwater ponds on site.

The Landfill has an unmanned scale to weigh waste coming into the site. Approximately 650 public accounts are set up for disposal of Class IV wastes, but Class II (municipal household) wastes are not accepted from the public.

The Landfill accepts Class II (municipal solid waste), Class IV (construction and demolition), asbestos, dead animals, yard waste, liquid waste, contaminated soils, and restaurant waste. It does not accept special wastes such as refrigerators, tires, used oil, antifreeze, batteries, appliances, paint, electronic waste, and household quantities of hazardous waste.

The County composts yard waste and biosolids in the composting area using the static pile method. A significant amount of yard waste on site has not been processed, which takes up a lot of space. When the County finishes compost, it is available for purchase in bulk.

The landfill has not received complaints from neighboring residents about odors or noise.

# 1.4.3 Scratch Gravel and Marysville Solid Waste Districts

Scratch Gravel Solid Waste District includes greater Helena Valley, Canyon Creek, and Marysville residents. Residents pay an annual assessment on their tax bill for disposal of their solid waste. Marysville is a sub-district of the Scratch Gravel District. The residents of Marysville have a higher assessment to use the convenience site on Marysville Road. The annual assessment does not include any collection service. Residents must self-haul their waste to the Transfer Station or hire a private hauler to take it to the Transfer Station. The Scratch Gravel Solid Waste Management District consists of five members: serving staggered three-year terms appointed by the Board of County Commissioners, one member appointed by the Board of Health, and one County Commissioner.

Canyon Creek and Marysville residents may self-haul their waste to the solid waste container site on Marysville Road or the Transfer Station. The Marysville Container Site does not have scales, and the attendant estimates the quantity of waste dropped off by the resident. A scale should be installed at the Marysville site for more accurate waste tonnage data. An evaluation of sub-districts will be completed at a later date.

## 1.4.4 City Shop

The City Shop houses the collection trucks and containers. The shop does not have storage for the collection trucks to be housed inside. During the winter months, the trucks may not start, which delays collection and requires long days for the drivers. The shop has two bays for maintenance and repair on the trucks. Currently, there is only a locker room for men, not women. The shop needs a room for safety training, a meal break room, and more room to grow.

#### 1.4.5 Private Entities

The community is serviced by many private entities for waste disposal and diversion, and they are an integral part of the solid waste handling in the area. The services include collection of recycling, yard waste collection, metal recycling, and curbside food waste collection in the City. The Public Service Commission (PSC) regulates waste hauling in the County. The following entities that are approved to conduct waste services are described below.

# 1.4.5.1 Helena Recycling

Helena Recycling offers curbside recycling services for residential and commercial properties in the Helena area. Helena Recycling contracts with the City for a subscription-based curbside collection of recyclables for city residents only. The customers are charged a portion (\$8.00) of the monthly cost on their utility bill, and the City funds the rest (\$8.20). Helena Recycling has a subscription-based curbside single-stream recycling program for county residents. Helena Recycling also collects shredded paper from Iron Mountain shredding service and provides curbside collection to local businesses. The recyclables are hauled to the Helena Recycling facility, where it is baled and shipped to recycling facilities around the western United States.

#### 1.4.5.2 Tri County Disposal

Tri-County Disposal offers curbside collection of household waste for county residents and curbside collection of commercial waste for businesses in the City and County (subscription-based). Tri County also provides roll-off containers to customers in the City and County (one-time fee). The waste collected from residents in the County is hauled to the Transfer Station. All waste collected by Tri County Disposal in commercial bins and roll-offs is hauled to Valley View Landfill for disposal. The Tri County also collects and disposes of waste from outlying Counties.

#### Valley View Landfill

Valley View Landfill is located between East Helena and Montana City. It is a privately owned and run landfill that accepts municipal waste, yard waste, construction waste, appliances, and tires. Only Tri County Disposal trucks and commercial customers can dispose of waste at the Valley View Landfill; the public is not permitted to dispose of waste. The Valley View Landfill accepts approximately 40,000 tons of waste per year. The Valley View Landfill has a metal recycling area, and most of the metal is recovered by the landfill operators from the waste in the landfill cell. The Valley View Landfill is in the process of licensing more areas owned by the company.

# **Better Roots Composting**

Better Roots Composting has a subscription-based service that collects yard waste from residents in the City Limits and in the County. The company hauls the waste to the Valley View Landfill for composting. The compost is used as a final cover on the landfill to cover dead animals, and the rest is sold to the public.

## 1.4.5.3 406 Recycling

406 Compost provides household and business collection for compostable items across Helena and the greater area. The collection includes meat, bones, dairy, and other compostable items such as cups, utensils, and dishware. The material collected is processed and fed to worms at a composting facility in Belgrade, MT, or composted at the Landfill.

406 Recycling provides electronic (E-Waste) collection through three different options: collection services to businesses and institutions throughout Helena, drop-off of electronics by appointment, and collection events on the last Friday of every month.

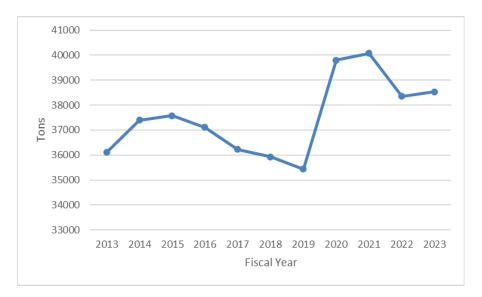
# 1.4.5.4 Pacific Steel and Recycling

Pacific Steel and Recycling accepts metal from the City for recycling. It purchases all varieties of scrap metal, including vehicles, catalytic converters, aluminum, brass, copper, steel, miscellaneous scrap, and ferrous and non-ferrous metal from the public. Pacific Steel also sells steel to the public. It also accepts e-waste, cardboard, and paper, but not plastic. The site is on three acres, and there is not much room for cardboard storage.

# 1.4.6 Solid Waste and Recycling Generation

The City's total landfill disposal in 2023 (fiscal year) was 38,529 tons. This is a combined total of Transfer Station disposal data (residential, commercial, roll-offs, self-haul) and Tri-County Disposal (residential) data. The exhibit below, Exhibit 1-1, illustrates the last ten years of disposal tonnage at the Landfill.

Exhibit 1-1 - Landfilled Tons Per Fiscal Year



Based on fiscal year 2024 data, the City provided solid waste and recycling services to 11,800 residences. Every residence receives weekly curbside garbage collection, and recycling is provided through drop-off sites and a privatized curbside recycling program. The centrally located Transfer Station is available to both city and county residents as a free, source-separated drop-off site. It accepts plastics, cardboard, aluminum and steel cans, paper, yard waste, and automotive waste.

An opt-in curbside recycling program is also available to residents within the City, Lewis & Clark County, and Jefferson County limits. Within the City, approximately 12 percent, or 1,521 residents, subscribe to curbside source-separated recycling. This program is operated by a private company and offers both single-stream (county residents) and source-separated recycling (city residents) bi-weekly. The specific programs and their related costs are as follows:

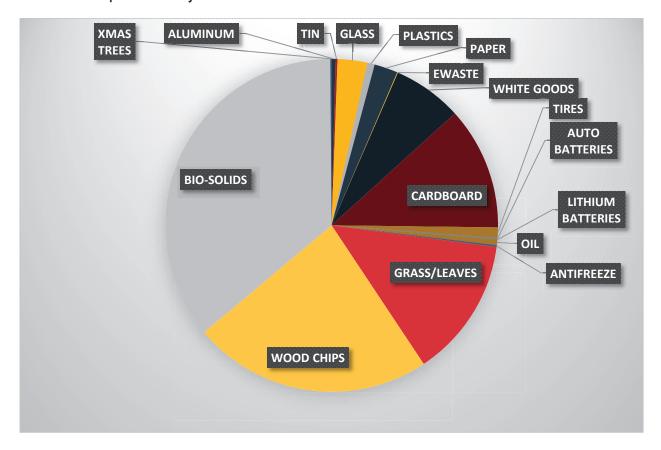
- **City Homeowners**: Source-separated curbside recycling for \$8/month. This cost is subsidized by the City by \$8.20 to encourage recycling, making the total cost \$16.20. The City provides bins for the customers.
- **City Renters**: Source-separated curbside recycling for \$16.50/month or \$49.50 a quarter, plus a \$40 one-time fee for bin setup.
- County Residents: Single-stream curbside recycling for \$19.95/month or \$59.85 a guarter.

The City curbside source separated recycling collects approximately 280 tons of recyclables annually.

In total, approximately 2,228 tons of recycling were diverted from the Landfill by city and county residents combined, and composting activities diverted approximately 6,787 tons from the Landfill in 2023, for a total of 9,015 tons. This results in 1.46 pounds per person per day of recyclable or compostable materials, equating to a 19 percent recycling rate.

The composition of the recyclable materials, based on data supplied by the City for fiscal year 2023, is presented in Exhibit 1-2 below.

Exhibit 1-2 - Composition of Recyclables



# 1.4.7 Permit System

In fiscal year 2024, city residents pay \$194.10 per year for MSW curbside collection of MSW and 3,000 pounds of waste disposal per fiscal year at the Transfer Station. A County resident pays \$98 and has the same 3,000 pounds of waste disposal but needs to self-haul or can contract with a private hauler for curbside pickup of MSW. The following materials count towards the 3,000-pound allotment:

- MSW
- Construction and demolition
- Freon units
- Tires
- Mattresses and bed springs
- Yard waste
- Car batteries
- Waste oil
- Antifreeze
- Electronic waste

Bulky waste collection is also provided to city residents to haul away large residential waste items with the caveats that it only takes the truck one to two minutes to load, 10 to 12 bags maximum, and items can't weigh more than 80 pounds. Residents must call ahead for the service.

For comparison, residents of the City of Bozeman pay \$32.93 per month for a 100-gallon tote for curbside garbage collection and \$12.23 per month for a 100-gallon tote for every-other-week, single-stream curbside recycling. Yard trimmings are collected at no additional cost, but containers must weigh less than 35 pounds. The City of Bozeman provides these services. This equates to \$541.92 per year for residential service.

Republic Services provides solid waste services in the City of Missoula. Solid waste and recycling services cost approximately \$48.60 per month for a 96-gallon solid waste cart collected every week and a 96-gallon recycling cart collected every two weeks. This equates to \$583.20 per year for residential services.

# 2.0 Communication Plan

The Communication Plan (Plan) for the Integrated Solid Waste Master Plan (ISWMP) consisted of three phases: gathering general feedback, developing alternative scenarios, and selecting preferred scenarios.

# 2.1 Purpose

The purpose of the Plan was to provide guidance on how information about the ISWMP will be communicated. The Plan emphasized clear communication throughout the development of the ISWMP to integrate input received. The Plan set out each phase of communication that had been taken, the methods by which communication had been provided, and the key talking points used.

# 2.2 Goals

The goals of the communication plan were as follows:

- Optimize public engagement
- Broadly reach the impacted area
- Create clear talking points for Steering Committee members, City and County Leadership, and others involved in the development of the ISWMP
- Facilitate support of the final scenario

# 2.3 Phases

The Plan included three phases of communication. The first phase, "Gathering General Feedback," involved collecting feedback from the public and stakeholders of solid waste management regarding what people wanted to keep or change about the current system. It was also used to collect general data on the current system. Communication methods of this phase focused on surveys, a spokesperson, and open houses.

The plan's second phase, "Alternative Scenarios," focused on describing the scenarios, how they would be implemented, and a list of advantages and disadvantages for each option. Based on the descriptions, the public could provide feedback on the most appealing scenario. The communication methods of this phase also focused on surveys, a spokesperson, and open houses.

The plan's third phase, "Preferred Scenario," focused on informing the public about the selection of the preferred scenario based on the feedback taken into account in Phase Two. The information given to the public included a more in-depth description of the scenario. It highlighted why it was chosen and gave a more detailed list of its advantages and disadvantages. During this phase, there were still opportunities for the public to input their feedback on the selection throughout its implementation. The communication methods of this phase included using the "Be Heard Helena" webpage to be available for comments both during and after the implementation of the project, as well as using a spokesperson to provide transparency over what was selected and why to the public.

# 2.4 Gathering General Feedback

The survey used for Phase One of the Plan was released to the public on March 3, 2023, and closed on April 28, 2023. It was distributed via QR code at the Landfill, Transfer Station, City utility bills, postcards to the county residents, social media posts, and the City/County Building.

The survey's goal was to provide an opportunity for the public and stakeholders to express comments about the current solid waste system in both the City and County. It provided multiple-choice and openended questions to create a comprehensive understanding of the public's interest.

# 2.4.1 Survey Results

A total of 1,766 responses were collected from city and county residents for Phase One of the Plan. The questions asked and the results are presented in Appendix C.

Based on the 2020 Census<sup>4</sup>, the City of Helena had a population of approximately 32,244 residents. Collecting 407 surveys from residents represents approximately 1.26% of the total population. This sample size provides a reasonable snapshot of the community's opinions and behaviors, assuming the survey respondents represent the diverse demographics within the City.

Based on the 2020 Census<sup>5</sup>, Lewis and Clark County had a population of approximately 38,882 residents, excluding the City. Collecting 1,359 surveys from residents provides a sample size of approximately 3.5%. Statistically, this sample size can offer a reasonable level of representation, assuming the survey respondents represent the diverse demographics within the County.

Generally, a larger sample size would reduce the margin of error and increase the confidence level in the results. For a population of this size, a total sample of around 760-800 surveys would typically be considered sufficient for a 95% confidence level with a 5% margin of error<sup>6</sup>.

# 2.4.2 Key Findings

The key findings of this survey are that most respondents are satisfied with the current solid waste system.

1. Collection—94 percent of city respondents rated curbside garbage collection as good or excellent for convenience, 95 percent as good or excellent for reliability, and 75 percent as good or excellent for cost. Seventy-eight percent of city respondents rated curbside recycling collection as good or excellent for convenience, 92 percent as good or excellent for reliability, and 66 percent as good or excellent for cost.

For any areas of improvement, the following were noted.

2. Diversion—55 percent of respondents (City and County combined) would like more diversion opportunities. Of those who responded yes, 59 percent indicated they would be willing to spend \$1-10 monthly for additional services. Of the diversion options presented, 36 percent indicated they would like more recycling opportunities, and 23 percent indicated they would like more composting opportunities.

<sup>&</sup>lt;sup>4</sup> U.S. Census Bureau QuickFacts: United States

<sup>&</sup>lt;sup>5</sup> <u>U.S. Census Bureau QuickFacts: United States</u>

<sup>&</sup>lt;sup>6</sup> Sample Size Calculator | Good Calculators

- 3. Recycling 58 percent of city respondents indicated they are interested in universal curbside recycling. For those who responded as interested in universal curbside recycling, 63 percent indicated they would be willing to spend \$1-10 monthly for this service.
- **4. Transfer Station** –91 percent of respondents (City and County combined) indicated they use the Transfer Station. Of those respondents, 78 percent rated the convenience as good or excellent, and 71 percent rated the cost as good or excellent.
- **5. Pay As You Throw (PAYT)** 72 percent of respondents (City and County combined) indicated they are not interested in PAYT. This can be broken down into 61 percent of city survey respondents and 75 percent of County survey respondents who are not interested in PAYT.

# 2.5 Alternative Scenarios

The plan's second phase, "Alternative Scenarios," focused on describing the scenarios, how they would be implemented, and a list of advantages and disadvantages for each option. Based on the descriptions, the public could provide feedback on the most appealing scenario. The communication methods of this phase also focused on surveys, a spokesperson, and open houses.

The following system-wide evaluations and sub-options were considered and are presented in the following sections with recommendations for a "Preferred Scenario" as the third phase:

- 1. System-Wide Evaluations
  - a. Evaluate public vs. private solid waste management
  - b. Evaluate the collection system
  - c. Permit evaluation
    - i. PAYT
    - ii. Changes to permit program
    - iii. Modifications for tracking waste
- 2. Sub-options
  - a. Recycling Options
    - i. Universal curbside collection
    - ii. Additional drop sites
  - b. Yard Waste Options
    - i. Subscription curbside collection
    - ii. Universal curbside collection
  - c. Food Waste Options
  - d. Capital Infrastructure Options
    - i. Improvements to the existing Transfer Station
    - ii. Construct a new Transfer Station
    - iii. Additional Drop-off sites in the County
    - iv. Upgrades to the County composting operation

# 3.0 Capital Improvements

The system infrastructure was evaluated for potential efficiencies crucial for economic development, quality of life, and sustainability. Here's how improvements in infrastructure efficiency can impact these areas:

## Economic Development:

- Cost Savings: Efficient infrastructure reduces operational costs, such as energy consumption and maintenance expenses.
- Productivity: Better infrastructure supports faster and more reliable waste handling and diversion.

# • Quality of Life and Sustainability:

 Improved Services: Efficient infrastructure ensures sustainable, reliable, and accessible services like convenient waste disposal, curbside collection of recyclables, and curbside collection of yard waste.

Efficiency improvements in infrastructure often involve technological advancements, better management practices, and strategic investments.

Evaluated improvements included upgrading the existing transfer station, building a new recycling consolidation facility, constructing additional container sites throughout the County, upgrading the County compost facility, and building a new transfer station. The potential projects are detailed throughout Section 3.1.

# 3.1 Upgrades to the Existing Transfer Station

The existing Transfer Station experiences periods of extreme congestion due to the high number of users. The congestion can back up cars on the inbound side all the way to Benton Avenue. One point of congestion is on the outbound scale, which backs up the vehicles trying to exit the transfer station, which does not allow the vehicles to enter the transfer station, ultimately backing up traffic on the inbound scale. The large intersection at the office, yard waste, and metal pile also creates traffic issues. The traffic flow through the Transfer Station needs modification. Proposed modifications to the transfer station are described throughout Section 3.1.

#### 3.1.1 Transfer Station Size

The existing Transfer Station Building has room for about eight public vehicles to unload on the top level and three vehicles to unload at the pit level. On average, the transfer station receives about 560 vehicles per day on weekdays and 700-900 vehicles per day on weekends, with a peak vehicle count of 1,300 in one day. Not all vehicles go to the transfer station building; some vehicles have loads of yard waste, special waste, or recyclables that do not require entrance into the transfer station.

The following formulas were used to determine the size of the Transfer Station Building required to have zero queue time on peak traffic days, assuming the vehicles are spread out over the operating hours of the transfer station. This calculation used 900 vehicles per day as the current peak day. The Transfer Station is open from 8:00 a.m. to 4:15 p.m. (8.25 hours daily). Per industry standards, tipping floor bays should be 12 feet wide to accommodate all passenger cars and pickups with trailers to commercial packer trucks.

## Sizing number of bays for peak usage of public users:

Design Peak Day = 900 customers per day

900 customers per day / 8.25 hours / day = 110 customers / hour

12 minutes per customer for unloading:

60 min/hour / 12 minutes per customer = 5 customers / hour / bay

110 customers / hour / 5 customers / hour / bay = 22 bays

# Sizing number of bays for average usage of public users:

Design Average Day = 560 customers per day

560 customers per day / 8.25 hours / day = 68 customers / hour

12 minutes per customer for unloading:

60 min/hour / 12 minutes per customer = 5 customers / hour / bay

68 customers / hour / 5 customers / hour / bay = 14 bays

The Transfer Station currently has a maximum of 8 bays on the upper level of the public side and three additional bays on the pit level, for a total of 11 bays. However, the existing transfer station is undersized for the current peak day. To adequately service the traffic with no wait times, the transfer station needs 11 additional bays for the peak day.

# 3.1.2 Description of Transfer Station Upgrades

The Transfer Station upgrades are described throughout Section 3.1.2. The potential upgrades are shown in Figure 1.

#### 3.1.2.1 Traffic Flow

The interior roads at the transfer station will be rerouted and lengthened to increase traffic queuing space. One access point will control the green waste/recyclables area and reduce traffic congestion. The public will still utilize one side of the transfer station, and trucks with trailers will drop waste at the pit level. The interior roads will be designed to eliminate large intersections by making the access points to the disposal areas narrower and more controlled.

# 3.1.2.2 Disposal Areas and Buildings

#### New Scalehouse and Scales

The new scale plaza will be reconstructed north of the existing scale plaza, including the scale house and scales. The plaza will include one inbound scale, two outbound scales, and additional space for the opportunity to expand to a second inbound scale in the future. The second outbound scale will be equipped with an automated kiosk for customer transactions allowing the traffic to exit the Transfer Station quicker, relieving congestion.

The building will have potable water and sanitary sewer to serve a restroom. The building will also have a camera system to view transactions and other areas of operations. Monitors for the camera system will be placed in the scale house.

#### Recycling Area

The recycling area can be relocated near the existing office or remain in the same location.

#### **Recycling Consolidation Building**

A new recycling consolidation building will be constructed south of the existing transfer station. One end will be heated and house a recycling baler, while the other end will be used for cold

storage with exterior electrical plugs for truck block heaters and miscellaneous electrical needs. The warm section will feature a conference room, break room for transfer station staff, locker rooms, and restrooms.

Recyclables will be tipped onto the floor in the heated portion of the building and pushed into the recycling baler. The baler will consolidate recyclables, and depending on market conditions, they will be hauled to a regional recycler.

The new recycling consolidation facility could be built on a separate parcel. If the City adopts universal curbside recycling, this facility will be necessary at the existing transfer station or a new site.

# Truck Storage/Maintenance Building

The City will construct a warm storage building to house its fleet of collection trucks and provide space for essential equipment maintenance. This initiative aims to reduce operating costs, improve fleet efficiency, and provide a more centralized location for vehicle storage and maintenance.

The building will be capable of housing a minimum of 30 collection trucks, with the potential for expansion to accommodate future fleet growth. The facility will also provide space for maintenance work on the trucks and related equipment.

The location of the building has not yet been determined. However, the site should be strategically chosen to ensure easy access for trucks and adequate space for future expansion. Additionally, the site should be located near other City divisions, allowing for the potential to share resources such as utilities, security, and operational costs.

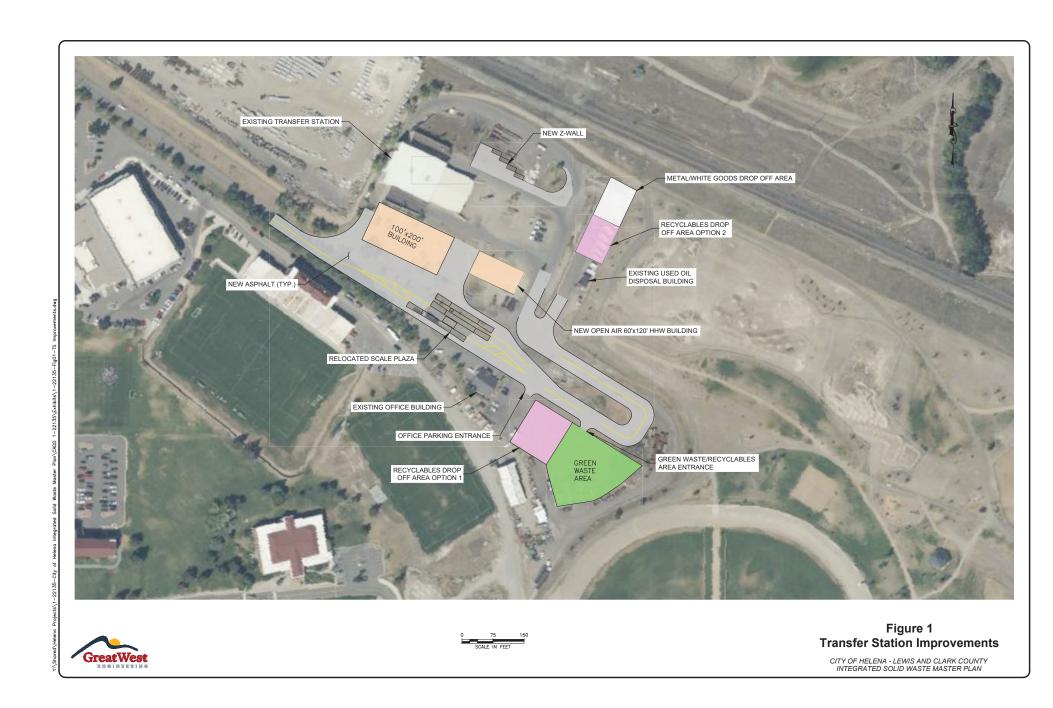
The construction of this facility offers an opportunity for collaboration with other city divisions. Shared use of the building could result in cost savings for the divisions, as they could pool resources for construction, utilities, and maintenance. Collaboration could also streamline operations and reduce redundancy, ensuring that the facility is used to its full capacity.

# HHW/E-waste/Covered Used Oil Building

The household hazardous waste and electronic waste will be one steel frame metal building with a lean-to. The HHW portion of the building will be an open-air structure with a metal roof and no wall paneling on three sides. Holding areas and cabinets with spill protection will contain the waste. The e-waste portion of the building will be enclosed and be a pull-through structure to protect the waste and the depositors from the elements. Manual roll-up doors on both building ends will be open during business hours. The covered used oil area will be a lean-to that is covered on three sides, with one side open to place storage tanks. The E-waste portion of the building may be heated, requiring the two areas to be separated by a firewall or making them two separate structures.

# Z-Wall

A z-wall can be constructed to dispose of special wastes, recyclables, or small loads. Adding a z-wall to the existing transfer station will reduce traffic inside the transfer station building because it will give the customers another location to dispose of waste. The four-container z-wall shown in the figure adds eight bays to the system. With the addition of a z-wall, the City will have 19 bays for waste disposal, almost accommodating the peak day traffic volume.



# 3.1.2.3 Cost Considerations

#### Infrastructure

Table 3-1 includes the estimated capital cost for improvements to the existing transfer station. The construction costs are estimated at 2024 construction rates.

 Table 3-1 - Estimated Capital Costs for Transfer Station Improvements

ESTIMATE OF PROBABLE CONSTRUCTION COST City of Helena				
	City of Helena Transfer Station Improvements 2024			
ITEM	DESCRIPTION			
NO.				
4	Scale Plaza			
1	Scale/Foundation/Approaches			
2	16'x 32' Scale House			
3	Earthwork			
4	4" Asphalt Surfacing			
5	Miscellaneous Drainage Improvements			
6	Miscellaneous Traffic Improvements (Striping, Guardrail)			
7	Mobilization/Traffic Control			
	Scale Plaza Subtotal	\$1,810,000		
	Z-Wall			
1	Earthwork			
2	Structural Concrete - Container Walls			
3	Concrete Slabs - Container Pads			
4	Barrier Gates/Fencing/Signage			
5	Miscellaneous Drainage Improvements			
6	Earthwork			
7	Mobilization/Traffic Control			
	Z-Wall Subtotal	\$275,000		
	Truck Storage/Recyclables Building			
1	Metal Building (100' x 200')			
2	Site Work (Pavement, Utilities)			
3	Compacting Equipment			
4	Mobilization			
	Truck Storage/Recyclables Building Subtotal	\$5,550,000		
	Household Hazardous Waste Building			
1	HHW Building			
2	Mobilization			
	HHW Building Subtotal	\$523,000		
	SUBTOTAL \$8,158,000			
	Contingency 20% \$1,631,600			
	Construction Subtotal \$9,789,600			
	Engineering Design and Construction Administration 20% \$1,958,0			
	TOTAL \$11,747,600			
¥13, 11,000				

#### Labor

The labor should remain the same. As the population rises, additional labor will be required, but no significant changes will be necessary immediately.

### **Trucking Costs**

Trucking costs to transfer waste from the transfer station should remain the same. However, the costs associated with collection will decrease with decreased mileage on the collection trucks.

#### 3.1.2.4 Timeline

The improvements may be phased in to accommodate the City's needs.

#### 3.1.2.5 Other Options for a New Transfer Station Complex

The City may consider moving some of the operations to a new location. This might include moving the yard waste and providing a small facility to drop off small loads of household waste. The site will require scales, scale houses, office buildings, maintenance, extra equipment, a small transfer station building, maintenance building, extra labor, and other costs. The bulk of the waste will still go through the existing transfer station until the City has outgrown the existing transfer station, at which time, all of the operations will move to the new site. This location could also house the recycling consolidation building.

#### 3.1.2.6 Project Funding

A cost-of-service analysis will need to be completed to determine how these projects would be funded. The project may be funded with a combination of reserve funds, loan programs, and rate adjustments.

#### 3.1.2.7 Waste Diversion Impacts

Waste diversion may increase with the addition of a recycling consolidation building. This building will allow more recyclables to be processed by the City and will be needed if the City moves forward with a city-run universal curbside recycling program. More information about waste diversion potential with curbside recycling is included in Sections 8, 9, and 10 of the report.

Additional flexible operations space at the Transfer Station will allow for more collection of yard waste, food waste, E-waste, and HHW.

### 3.1.2.8 Public Response Considerations

- "No change" or "Do not want change" (822 out of 1766 responses)
- Approximately 10 percent of city and county residents filled out the form, indicating a lack of interest or neutral opinion in the solid waste program.
- City and County survey respondents are content with the current Transfer Station location (City and County rate the Transfer Station predominantly as a 4 out of 5 for convenience).
- Concern for traffic congestion near Carroll College (1 out of 1766 comments).
- Complaints over the existing Transfer Station emitting an unpleasant odor (3 out of 1766 comments).

# 3.1.2.9 Existing Transfer Station Upgrades Advantages and Disadvantages

#### Advantages

- More affordable than a new transfer station facility
- Projects can be phased
- •All operations in one location cost savings by less mileage on collection trucks
- Additional space for recycling compacting facility
- Better traffic throughput with rerouting roads and additional scales
- Location is convenient for city residents
- Upgrades to yard waste area

#### Disadvantages

- •The space is limited and may not have room for growth
- Carroll College residents want the facility to relocate
- Location is not convenient for county residents
- •Grass piles release unpleasant odor and can be smelled from Centennial Park

# 3.2 Additional Container Sites Throughout the County

The existing Transfer Station experiences extreme congestion due to the high number of users. Approximately 75 percent of the customers using the Transfer Station are Scratch Gravel Solid Waste District residents who travel a long distance to dispose of their waste. During the public comment period, 48 percent of the county survey respondents expressed a desire to see more waste diversion opportunities, and other survey respondents expressed the desire to have a waste disposal area closer to their residences. The construction of additional container sites throughout the County will accommodate the needs of the public and address some of the existing issues.

# 3.2.1 Description of Container Site Facility Concept

Section 3.2.1 describes the container site facility. See Figure 2 for the potential layout of the Landfill. An additional location in the County will be identified later. The two sites will be similar in layout and operations.

# 3.2.1.1 Disposal Areas and Buildings Scale House/Scales

A scale plaza with an inbound and outbound scale and scalehouse will be located at each container site. The scale house will have transaction windows on both sides, large enough to allow the attendants to see the incoming loads and provide natural light to the structure. The building will have potable water and sanitary sewer to serve a restroom. The scale house will be equipped with networking capabilities and computers to utilize the County's specialized software for waste tracking. The building will also have a camera system to view transactions and other areas of operations. Monitors for the camera system will be placed in the scale house.

#### **Recycling Area**

The recycling area will consist of bins outside the fence for 24/7 access to recycling. The materials that will be accepted will depend on the site's power availability. Plastics must be compacted for economical recycling. The plastic recycling compactors require power; if no power is available, the plastics cannot be recycled. The site will accept cardboard, paper, tin, and aluminum cans at a minimum.

# **Perimeter Fencing**

Ten-foot-tall chain link fencing with 12 inches of barbed wire will surround the site for security. Two electric sliding gates will be installed at the container site facility entrances.

#### Z-Wall

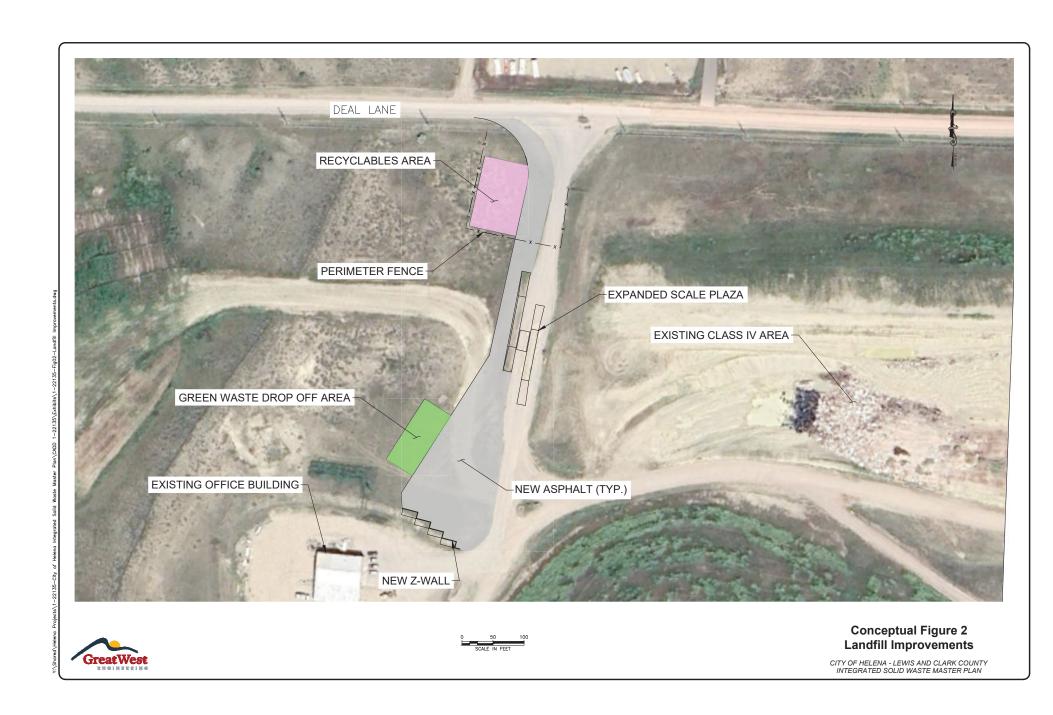
A four-container z-wall will be constructed. Customers will dispose of their waste in 40-yard roll-off containers. The County will haul the containers to the active face of the landfill. The sites will be equipped to accept household waste, possibly having additional containers to accept small loads of construction waste.

# **Yard Waste**

Yard waste will be accepted at the container sites in a dedicated area. The County will take it to the County Landfill for composting.

# **Special Waste**

Special wastes may not be accepted at the container sites.



#### 3.2.1.2 Cost Considerations

#### Infrastructure

Table 3-2 includes the estimated capital cost for a container site at the Landfill. The construction costs are estimated at 2024 construction rates.

Table 3-2 - Estimated Capital Costs for Container Site Facility at Landfill

ESTIMATE OF PROBABLE CONSTRUCTION COST  Lewis and Clark County Landfill  Container Site Facility 2024				
ITEM NO.	DESCRIPT	ION		
1	Earthwork			
2	Scale/Foundation/Approaches			
3	16'x 32' Scale House			
4	Structural Concrete - Container Walls			
5	Concrete Slabs - Container Pads			
6	Barrier Gates/Fencing/Signage			
7	Miscellaneous Drainage Improvements			
8	Site Security - Fencing/Gates			
9	4" Asphalt Surfacing			
10	Mobilization			
		SUBTOTAL	\$1,500,000	
Contingency 20% \$			\$300,000	
Construction Subtotal \$1,800,0			\$1,800,000	
	Engineering Design and Construction Administration 18% \$324			
	TOTAL \$2,124,00			

<sup>1.</sup> This cost estimate is for a container site at the Landfill and does not include the cost of land purchase, which would be required for a container site in another location.

#### Labor

Additional labor is required to run a new container site. A scale attendant/site attendant will be required at each site, and at least two more truck drivers will be needed to haul the waste to the Landfill.

# **Trucking Costs**

Adding haul routes to haul waste from the container sites to the Landfill will add cost to the County's operations costs. The trucking costs for the container site at the Landfill will not be significant due to the close haul distance. The trucking cost of hauling waste from a different container site is unknown until a location is determined.

#### **Other Costs**

The County may need to purchase additional haul trucks and containers for the new site. The County has haul trucks and containers for the Marysville site, but more may need to be purchased to service the new sites. Other operational costs will increase, such as buying a haul truck, power, water, sewer, insurance, supplies, etc.

The cost of an additional site in the County may be higher than the one at the Landfill if the purchase or long-term lease of property is required.

#### **3.2.1.3 Timeline**

The County can add a container site at the Landfill without land acquisition or DEQ permitting. The container site could be constructed and operational soon after the County proceeds with the project.

A container site at another location will take longer due to land acquisition, potential DEQ permitting, and public comments.

In addition to new license requirements or the siting of a new container site, it must comply with growth plans and local zoning regulations.

#### 3.2.1.4 Project Funding

A cost-of-service analysis will need to be completed to determine how this project would be funded. It may be funded with a combination of reserve funds, loan programs, and rate adjustments.

#### 3.2.1.5 Waste Diversion Impacts

Waste diversion will increase with access to recycling. The ability for residents to haul yard waste to a location closer to their home increases the likelihood that it will not be thrown away with household waste.

# 3.2.1.6 Public Response Considerations

• County survey respondents want more access to recycling and yard waste disposal (48 percent or 652 out of 1,359 responses).

# 3.2.1.7 County Container Site Advantages and Disadvantages

#### Advantages

- •Traffic reduction at the City of Helena Transfer Station
- More potential for recycling and waste diversion for county residents
- Locations closer to population centers in the County
- Upgrade the landfill scale from manual to attended by county employee
- •Reduce yard waste at the Transfer Station

#### Disadvantages

- Capital costs
- Increased labor and operational costs

# 3.3 Landfill Compost Facility

The City and County could benefit from an upgraded composting facility. Currently, the City collects yard waste from residents at the Transfer Station. The City hauls the yard waste to the Landfill, where it is shredded and mixed with biosolids. A static pile compost system is utilized to create compost for final cover at the Landfill, or it is available for purchase in bulk by residents. Static pile composting is highly weather-dependent and takes three to six months to cure the compost. The County currently hires a company to shred the yard waste. Biosolids are trucked to the Landfill from the City. The County has large piles of uncompleted compost on site, and if the curbside yard waste diversion program is implemented in the City and the County adds drop-off sites for yard waste, the yard waste volume will increase. Therefore, the compost will need to be processed quickly.

# 3.3.1 Description of Compost Facility Upgrades

A description of the Landfill compost facility upgrades is provided below. See Figure 3 for the potential layout of the Landfill compost facility.

There are many ways to process yard and food waste into compost, but this analysis focused on Covered Aerated Static Pile (CASP) compost systems. CASP compost systems are an efficient tool to control odors and make great compost. CASP systems feature dynamically controlled aeration with a wide range of air delivery rates required to keep oxygen and temperature at Best Management Practice levels throughout the pile. At the same time, CASPs offer great energy efficiency for creating compost compared to turned or enclosed processes. In a CASP system, the aeration fan blows air through large diameter manifold ducting, to smaller diameter zone ducting, and finally into high-density polyethylene (HDPE) piping or trenches underneath the compost piles. Temperature probes placed in the compost relay information to the computer system, which modulates butterfly dampers in the zone piping. The butterfly dampers modulate airflow based on temperature feedback to maintain optimal process conditions. A layer of finished compost is placed over the composting piles to insulate the processing compost.

Additional options such as in-vessel recovery, conventional in-vessel, reversing only aeriation with trench-style floor, and positive aeration only with a sparger pipe-style floor were analyzed at a high level. The in-vessel options were not further explored because of the high costs. Reversing only aeration with trench style floor option was not further explored because it was anticipated to cost the same and perform inferior to a CASP system. The positive aeration with a sparger floor option was not explored because it was expected to cost more and perform inferior to a CASP system.



#### 3.3.1.1 Cost Considerations

#### Infrastructure

Table 3-3 includes the estimated capital cost for a composting facility at the Landfill. The construction costs are estimated at 2024 construction rates.

Table 3-3 - Estimated Capital Costs for Composting Facility at Landfill

ESTIMATE OF PROBABLE CONSTRUCTION COST  Lewis and Clark County Landfill  Composting Facility 2024				
ITEM NO.	DESCRIPT	ION		
1	CASP Mechanical			
2	CASP Electrical			
3	Concrete Control Building			
4	4" Asphalt			
5	Gravel Surfacing			
6	Miscellaneous Drainage Improvements			
7	Trommel Screen			
8	Mobilization			
	SUBTOTAL			
	Contingency 20% \$496,			
	Construction Subtotal \$2,980,70			
	Engineering Design and Construction Administration 12% \$357,			
	TOTAL \$3,337,7			

# **Labor and Operations Costs**

Operations and maintenance costs include labor, fuel, monitoring, testing, and repairs and a reserve for replacing equipment at the end of its service life. Labor estimates used for the operation are based on the existing landfill staff being able to supplement labor needs at the compost facility when high volumes of compost are being produced or compost employees are absent. In the same respect, during slow periods at the compost facility, the compost employees will assist with the landfill operation.

#### 3.3.1.2 Timeline

The County can add an upgraded compost system to the Landfill without land acquisition. Approval from DEQ is required. The container site could be constructed and operational soon after the County proceeds with the project.

#### 3.3.1.3 Project Funding

A cost-of-service analysis will need to be completed to determine how this project would be funded. The project may be funded with a combination of reserve funds, loan programs, and rate adjustments.

# 3.3.1.4 Waste Diversion Impacts

Waste diversion will increase with the ability to process yard waste faster. The composting facility will be needed if the City implements a curbside yard waste collection program.

#### 3.3.1.5 Public Response Considerations

- County survey respondents want more access to yard waste disposal (48 percent or 652 out of 1,359 responses).
- The survey respondents would like to have access to finished compost.

# 3.3.1.6 County Compost Site Advantages and Disadvantages

# Advantages

- Enhance yard waste collection
- Complete composting faster
- Provide a higher quality compost
- •Increase opportunities to provide additional compost for purchase
- •Less odor from the compost operations

#### Disadvantages

- Capital costs
- Increased labor and operational costs

# 3.4 New Transfer Station

The existing Transfer Station was evaluated based on a few comments received by the public regarding the location being in the middle of the City, the odor from the yard waste, and the congestion at the site. A new transfer station was evaluated to develop a cost estimate and feasibility study. The existing transfer station is located in the center of the City population but not the center of the overall user population.

A new Transfer Station would be sited on a parcel of land capable of handling the high traffic volumes, have extra room for expansion, have all of the operations located at one site, and have better traffic throughput.

# 3.4.1 Description of New Transfer Station Concept

Section 3.4.1 describes the new transfer station. Figure 4 shows the potential layout of the facility.

#### 3.4.1.1 Transfer Station Entrance

All public, commercial, and transfer vehicles will enter the Transfer Station through separate access points with electric access gates that will be adequately lit for safe usage during dark times in the mornings and evenings. The perimeter of the Transfer Station will be landscaped with trees and visual berms with grass, flowers, and shrubs for an aesthetically pleasing camouflage to hide the transfer station from the road. The electric gates will only be open during business hours. A large entrance sign with the City's name and logo will be displayed at the public entrance.

#### 3.4.1.2 Traffic Flow

The Transfer Station roadways will be paved and will accommodate two-way traffic. Divider lines will also be painted on the roadways to separate opposing traffic. The separate entrance points will segregate traffic types to improve safety and reduce congestion.

#### 3.4.1.3 Public Traffic Flow Through Transfer Station

Public traffic will enter the Transfer Station through the public entrance gate. After entering the Transfer Station, traffic will either go to the inbound scale or turn into the recycling areas or the office building.

Customers with recyclables will turn into the recycling area and drop off recyclables in bins. Customers who only dispose of recyclables can exit the facility without passing over the scales. Customers with recyclables and waste can drop off recyclables in the recycling area, queue back into traffic, and cross the scale to dispose of other materials. The office can be accessed using the same road as the recyclable area on the right side of the main access road.

All public customers disposing of non-recyclables will weigh in on the inbound scale. The scale attendant will direct the customer to the appropriate disposal areas. After the scale, the customer can dispose of various waste materials at the yard waste, hazardous waste, e-waste, and/or covered used oil areas before entering the transfer station. Customers utilizing these areas will place their items and re-enter traffic. The public will then continue to the transfer station building.

Public vehicles entering the transfer station will go through the door on the side of the transfer building, dump their load onto the tipping floor, and exit via the door on the front of the public tipping area. Entering from the side will allow the public a line of sight visual to the entire tipping floor and their target dump bay. All vehicle maneuvering will be done inside the transfer building. The customer will weigh out, make transactions at the scale house, and exit the Transfer Station. Proper signage and road markings will ensure the public follows traffic routes.

#### 3.4.1.4 Commercial Truck Traffic Flow Through Transfer Station Facility

Commercial trucks will enter the Transfer Station through the commercial/packer truck entrance gate. The trucks will use a dedicated commercial inbound scale. The trucks will stop on a scale that is operated by a kiosk. The truck will proceed through the door in the commercial truck tipping area, turn around, and back into one of the bays. The outbound trucks will not be required to weigh out as the system will have a tare weight for the truck. The City can re-tare the commercial trucks at any time. The commercial trucks and the public will be kept separate by entering and exiting through separate doors of the transfer station.

# 3.4.1.5 Disposal Areas and Buildings Recycling Area

The recycling area features a pull-through design that will utilize dumpsters for depositing recyclables such as aluminum and metal cans, paper, cardboard, plastic, etc. The recycling containers will be placed on a large paved operating area that will allow access, easy placement, and removal of the dumpsters.

# Office Area

This building will feature a reception area, offices, a break room with a kitchen area, a conference room, and two ADA-compliant restrooms. The restrooms will also include emergency eyewash stations.

### Maintenance/Recycling Consolidation Building

The maintenance building will be a steel-frame metal building with pull-through bays long enough to store a transfer trailer with the semi-tractor attached. The building will feature an office, break room, and ADA-compliant restroom for maintenance and operation staff.

A portion of the building will be dedicated to a recycling consolidation compactor. The recyclables will be tipped onto the floor and loaded into the compactor. Depending on the recyclable markets, the compacted loads will be hauled to a regional recycler.

#### Scale House/Scales

The scale house the public utilizes will be a steel frame metal building. It will have transaction windows on both sides, large enough for the attendants to see the incoming loads and provide

natural light to the structure. The building will have potable water and sanitary sewer to serve a restroom. It will also have a camera system to view transactions and other areas of operations. Monitors for the camera system will be placed in the scale house.

Public traffic will utilize three scales, and an optional second inbound scale of the same construction could be installed later to reduce queuing times.

A scale will be placed for inbound commercial truck traffic. A keypad kiosk will operate on this scale. Commercial truck drivers will use the kiosk, eliminating the need for an additional scale house and attendant. The driver will drive on the scale and enter their truck number in the keypad. The kiosk will print a transaction receipt for the driver's records, and a receipt will be printed in the scale house for the City's records. An electronic transaction record will also be kept in the City's computer system. An intercom will allow the driver to communicate with the scale house if needed.

# HHW/E-waste/Covered Used Oil Building

The household hazardous and electronic waste will be one steel frame metal building with a lean-to. The HHW portion of the building will be an open-air structure with a metal roof and no wall paneling on three sides. Holding areas and cabinets with spill protection will contain the waste. The e-waste portion of the building will be enclosed and be a pull-through structure to protect the waste and the depositors from the elements. Manual roll-up doors on both building ends will be open during business hours. The covered used oil area will be a lean-to that is covered on three sides, with one side open to place storage tanks. The E-waste portion of the building may be heated, requiring the two areas to be separated by a firewall or making them separate structures.

#### **Brush Pile/Yard Waste and Metal/White Goods Areas**

This area will have adequate space to allow the City to be flexible with the exact size and location of the individual waste stream areas. The public will enter the area after weighing in on the scale.

#### **Gravel Operations Area**

The Gravel Operations area is next to the Z-wall and will have adequate room to accommodate multiple functions. The space can be used for equipment storage or as the City sees fit.

# **Trailer Storage Area**

The trailer storage can store loaded or unloaded transfer trailers. It will have a gravel surface with an additional operations area for more flexible usage.

#### Stormwater

The Transfer Station roadways will be paved with curbs and gutters to control stormwater. The curbs and gutters will direct stormwater to drop inlets and ultimately to an on-site stormwater retention pond. Valley gutters will be installed on the roadways before the tunnels to minimize stormwater in the contact water tank. Collected stormwater will infiltrate, evaporate, and be used to irrigate the landscaping.

#### Utilities

The scale house, office, and transfer building will have potable water and sanitary sewer.

#### Vegetation

The site will feature large portions of grassy areas to increase aesthetics. Trees will be planted along the road to provide a visual barrier.

# **Perimeter Fencing**

Ten-foot-tall chain link fencing with 12 inches of barbed wire will surround the site for security. Two electric sliding gates will be installed at the Transfer Station entrances.

# Sign

The entrance gate will display a large sign with the City's logo and name. This will be the public's first impression of the Transfer Station.

#### Z-Wall

A z-wall can be constructed to dispose of special wastes, recyclables, or small loads.

# 3.4.1.6 Transfer Station Building

This section describes the transfer station building features, operations area, and waste loadout features.

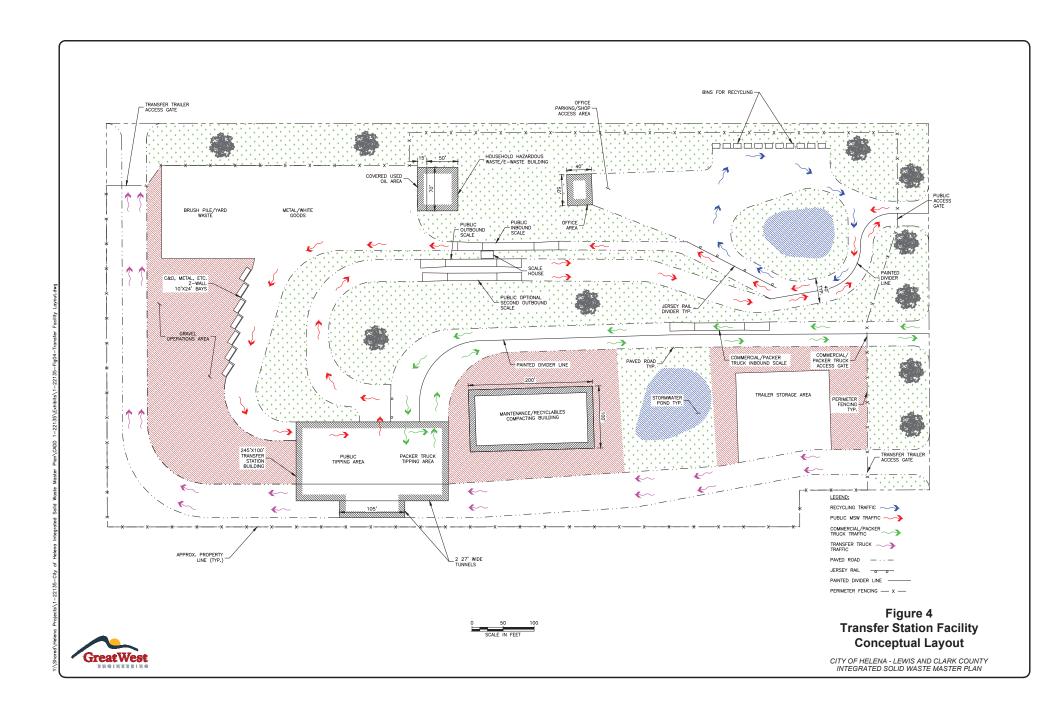
# **Metal Building**

The new transfer station building will be a fully enclosed, uninsulated steel frame metal building. Three 24-foot tall by 16-foot-wide automatic roll-up doors will be installed on one side of the transfer building, and one roll-up door will be installed on the adjacent side of the building. The four door locations will restrict wind flow into the building, reducing litter. Proper ventilation is essential for vector and odor control and will be achieved by a series of intake louver-dampers and exhaust fans.

The tipping floor will be 10-inch-thick concrete, and the cantilevered floor over the tunnels will be 20-inch-thick concrete to support the weight of the equipment. The tipping floor will be sized for adequate space to store one full day's waste. The public and commercial truck tipping areas will be separated by movable temporary barriers to adjust the sizes of the commercial and public tipping areas based on the amount of traffic on a given day. The large tipping floor allows public vehicles and commercial trucks to maneuver inside the building, decreasing queuing times and litter.

#### **Waste Loadout Features**

The transfer building features two tunnels with three hoppers to feed top-loading transfer trailers. Behind each hopper will be a Grizzly crane to situate and compact the waste efficiently into the trailer. Each hopper will have a scale deck beneath it to properly weigh each load for maximum efficiency. A digital readout board will be mounted in the line of sight of the Grizzly operator so the operator knows when the truck is at maximum capacity. The hoppers will have a push wall to easily direct waste into the hopper.



# 3.4.1.7 Cost Considerations

# Infrastructure

Table 3-4 includes the estimated capital cost for a new transfer station. The construction costs are estimated at 2024 construction rates.

Table 3-4 - Estimated Capital Costs for New Transfer Station Facility

ESTIMATE OF PROBABLE CONSTRUCTION COST City of Helena			
New Transfer Station 2024			
ITEM	DESCRIPTION		
NO.	Site Work		
1			
2	Property Purchase <sup>1</sup>		
3	Site Preparation, Clearing & Grubbing  Landscaping		
4	Earthwork		
5	Structural Embankment		
6			
7	Asphalt Gravel Surfacing		
8	<u> </u>		
9	Stormwater Improvements		
10	Curb & Gutter		
11	Signage Perimeter Fence		
12			
13	Automatic Gates		
14	Security System		
15	Sanitary Sewer Mains and Services		
16	Water Service and Connection		
	Power Service		
17	Frontage Road Improvements		
18	Traffic Impact Study		
	Site Work Subtotal \$10,720,000		
1	Transfer Building		
2	Tipping Floor & Cantilever Concrete		
3	Retaining Walls/Push Walls Structural Concrete		
	Lower Level Concrete		
4	Transfer Station Metal Building		
5	Transfer Station Electrical/Mechanical		
6	Fire Protection System		
7	Tunnel Scales (3-70 ft scales)		
8	Grizzly Crane		
9 Contact Water System			
	Transfer Building Subtotal \$15,060,000		

Maintenance Building				
1	1 Maint. Building Metal Building/Structural Concrete			
2	Maint. Building Electrical/Mechanical			
3	Fire Protection System Maintenance Building			
	Maintenance Bu		\$2,500,000	
Truck Storage/Recyclables Building				
1	Metal Building (100' x 200')			
2	Site Work (Pavement, Utilities)			
3	Compacting Equipment			
Truck Storage/Recyclables Building Subtotal		\$5,000,000		
Scale Plaza				
1	Scale/Foundation/Approaches			
2	16'x 32' Scale House			
	Scale	\$1,400,000		
	Z-Wall			
1	Structural Concrete - Container Walls			
2	Concrete Slabs - Container Pads			
3	Barrier Gates/Fencing/Signage			
	7	Z-Wall Subtotal	\$350,000	
	SUBTOTAL		\$35,030,000	
	Mobilization 10%		3,500,000	
Traffic Control 2%		700,600		
	Direct Const	\$39,230,600		
	Contingency 20%		\$7,850,000	
	Engineering Design and Construction Administration 15%		\$5,885,000	
Permitting		\$300,000		
TOTAL			\$53,266,000	

<sup>&</sup>lt;sup>1</sup>Property purchase price depends on land availability and the real estate market. The purchase price for the purposes of this report is estimated at \$5,000,000 for 20 acres of commercial land.

# Labor

The labor to run the new transfer station should remain the same. As the population rises, additional labor will be required, but no significant changes will be necessary immediately.

# **Trucking Costs**

The new transfer station location may be closer to the Landfill, so trucking costs to transfer waste from the Transfer Station could decrease. The cost difference will be determined after the new Transfer Station's location is determined.

# Other Costs

Other operational costs, such as power, water, sewer, insurance, supplies, etc., should remain similar at the new Transfer Station to those at the existing Transfer Station.

# **3.4.1.8 Timeline**

The new site must be licensed as a Class II Solid Waste Facility with the Montana DEQ Solid Waste Department. The licensing process is a lengthy process of engineering design, DEQ review, and public

comments. If the City decides to move forward with a new transfer station, a location will be determined, and the property will be purchased. An engineer and architect will work together to design the buildings and site. An engineer will complete the solid waste license application and submit it to the Montana DEQ Solid Waste Division. The DEQ will review the license and design, put an Environmental Assessment out for public comment, potentially have a public meeting, address public comments, and then issue a license. At that time, the Transfer Station can begin construction. This process may take upwards of five years before construction can begin.

#### 3.4.1.9 Other Options for a New Transfer Station

The City may consider moving some of the operations to a new location. This might include moving the yard waste and providing a small area to drop off small loads of household waste. The site will require scales, scale houses, office buildings, maintenance, extra equipment, a small transfer station building or z-wall, a maintenance building, extra labor, and other costs. The bulk of the waste will still go through the existing transfer station until the City has outgrown the existing transfer station, at which time, all of the operations will move to the new site. This location could also house the recycling consolidation building.

A site for a stand-alone recycling consolidation building may be a project in the future, and its completion may depend on implementing a curbside recycling collection program. If the City decides to split the operations and/or build a stand-alone recycling consolidation building, the City should purchase a parcel large enough for the entire transfer station facility for potential growth.

#### 3.4.1.10 Project Funding

A cost-of-service analysis will need to be completed to determine how this project would be funded. It may be funded with a combination of reserve funds, loan programs, grant opportunities, and rate adjustments.

#### 3.4.1.11 Waste Diversion Impacts

Waste diversion may increase with the addition of a recycling consolidation building. This building will allow more recyclables to be processed by the City and will be needed if the City moves forward with a city-run universal curbside recycling program. More information about waste diversion potential with curbside recycling is included in Sections 8, 9, and 10 of the report.

Additional flexible operations space at the Transfer Station will allow for more collection of yard waste, food waste, E-waste, and HHW.

## 3.4.1.12 Public Response Considerations

- "No change" or "Do not want change" (822 out of 1766 responses)
- Approximately 10 percent of city and county residents filled out the form, indicating a lack of interest or neutral opinion in the solid waste program.
- The existing location is near the City population center.
- A new location may be closer to the population center of the City and Scratchgravel District users. Complaints over the existing Transfer Station emitting unpleasant odor (3 out of 1766 comments).
- Concern for traffic congestion near Carroll College (1 out of 1766 comments).
- City and County survey respondents are content with the current Transfer Station's location (Both City and County rate the Transfer Station predominantly as a 4 out of 5 for convenience).

# 3.4.1.13 New Transfer Station Advantages and Disadvantages

# Advantages

- •Extra room for expansion
- •All operations in one location
- •Better traffic throughput
- •Relocate yard waste from the center of town
- •Reduce odor complaints from the public and Carroll College

# Disadvantages

- •Extensive licensing process
- Expensive capital costs
- •Costs associated with decommissioning existing Transfer Station

## 4.0 Hybrid Versus Public Versus Private Solid Waste Management

Garbage and recycling collections can be managed by public or private entities. Each approach has its own advantages and disadvantages, and the choice often depends on a community's specific needs and preferences.

The City is the exclusive garbage hauler for Helena's 11,800 single-family households (fiscal year 2024 data) and also provides garbage and cardboard collection to more than 650 businesses within the City. Private haulers offer subscription-based programs to residents and businesses. Helena Recycling has a contract with the City as the exclusive curbside recycling contractor. This type of system is a hybrid solid waste management system whereby services are provided by both public and private entities.

A change to all privatization or all public solid waste management would be a drastic change from the current solid waste collection system in the city. As 94 percent of City respondents rated curbside garbage collection as good or excellent for convenience, 95 percent as good or excellent for reliability, and 75 percent as good or excellent for cost, the current city system offering garbage collection is more than satisfactory to the survey respondents. This holds true for curbside recycling collection as well. Seventy-eight percent of City respondents rated curbside recycling collection as good or excellent for convenience, 92 percent as good or excellent for reliability, and 66 percent as good or excellent for cost. Given this data, the current hybrid collection system meets the needs of the city survey respondents.

As for county survey respondents, curbside garbage collection and recycling is exclusively private. Ninety-six percent of county respondents rated curbside collection of garbage as good or excellent for convenience, 98 percent as good or excellent for reliability, and 81 percent as good or excellent for cost. The satisfaction of service holds true for curbside collection of recycling as well. Seventy-six percent of county respondents rated curbside collection of recycling as good or excellent for convenience, 87 percent as good or excellent for reliability, and 63 percent as good or excellent for cost. Given this data, the current private collection system meets the needs of the County survey respondents. The equipment needed for the County to begin curbside garbage collection is very costly, which could increase user rates. The current system meets the needs of most survey respondents.

#### 5.0 Collection Assessment

According to data from the fiscal year 2024, the City provides approximately 11,800 residences with refuse collection services. Up to four refuse collection routes are performed daily, five days per week. Table 5-1 summarizes the City's refuse collection routes.

Table 5-1 - Residential Refuse Collection Routes

Weekday	Routes	Totals
Monday	Above Euclid	901
Monday	Below Euclid	877
	Below 6th	643
Tuesday	Rodney	613
	Mansion-Hawthorne	778
	Carson	678
Wednesday	Saddle/MNT Meadows	754
	Gold Rush	820
	Runkle/Mtn Meadows	487
	Triangles	777
Thursday	Phoenix	607
	Flats	805
	Sunhaven	719
Friday	Rocks/Birds	935
	Hill	809
	Total	11,203

<sup>&</sup>lt;sup>1</sup>Not every residence has its own route stop. Some residences (e.g., multi-family units and condos) are serviced by large containers collected multiple times per week. The collection route data is from 2023.

Several metrics were evaluated as part of the Collections Review. Assumptions used in the route analysis include the following:

- Collection Workday 8.5-hour day
- **Pre-Trip Check at Yard Time** Go through the pre-trip checklist and complete vehicle fueling: 15 minutes
- Yard to Route Time The time from when the truck leaves the Transfer Station to begin its route to when it arrives at its first collection stop: 15 minutes
- Lunch Time Staff are allocated one lunch break per route: 30 minutes
- Break Time Staff are allocated two 15-minute breaks per route: 30 minutes
- Route to Yard Time Time from when the truck leaves its final collection stop to when it arrives back at the Transfer Station: 15 minutes

- **Post-Trip Time** Check equipment at the end of the route and complete the post-trip checklist: 15 minutes
- Average Solid Waste Facility Roundtrip Time Includes the time it takes for the truck to leave
  a collection stop, arrive at the Transfer Station, unload its waste, leave the Transfer Station, and
  arrive at the next collection stop: 30 minutes (average number of disposal trips to the Transfer
  Station averaged one per day for refuse)
- Average Calculated Time on Route 6.0 hours

The assumptions presented above were used to calculate residential refuse collection efficiency for refuse collection routes, which is presented in Table 5-2.

Table 5-2 - Residential Refuse Collection Rates - Current and Calculated

	Current Routes
Number of Routes	3.0
Collection Time (hours)	6.0
Number of Route Stops	11,203
Average Number of Carts per Hour	124
Average Seconds per Residence	30

Table 5-3 presents rates that have been benchmarked for other municipalities that collect refuse. The number of residences per square mile is also presented for community comparison purposes.

Table 5-3 - Benchmarking Collection Rates at Other Communities

City	Residential Collection Rate (Route Stops Per Hour)	Residences Per Square Mile
Helena, MT	124	719
Norman, OK	120	650
Corpus Christi, TX	170	670
Rapid City, SD	124	1,370
Williston, ND	120	1,170
Average	131	915

Based on the current route analysis, the City is operating at the average efficiency when compared to other cities benchmarked. However, this is not based on field observations, and other factors, such as alleys, challenging terrain, equipment, and staffing, can affect efficiency rates.

#### 6.0 Permit Evaluation

Based on fiscal year 2024, a city resident pays \$194.10 per year for MSW curbside collection of MSW and 3,000 pounds of disposable per fiscal year at the Transfer station. A County resident pays \$98 and has the same 3,000 pounds of disposal but needs to self-haul or can contract with a private hauler for curbside pickup of MSW. The Marysville District users pay \$65 more per year. The following materials count towards the 3,000-pound allotment:

- MSW
- Construction and demolition
- Freon units
- Tires
- Mattresses and bed springs
- Yard waste
- Car batteries
- Waste oil
- Antifreeze
- Electronic waste

Bulky waste collection is also provided to city residents to haul away large residential waste items with the caveats that it only takes the truck one to two minutes to load, 10 to 12 bags maximum, and items can't weigh more than 80 pounds. Residents must call ahead for the service.

#### 6.1 Pay As You Throw System Alternative

PAYT is a solid waste management approach where residents are charged based on the amount of trash they dispose of rather than the current flat fee system. This system operates under the principle that those who generate more waste should pay more for its disposal, similar to utilities like electricity and water. Residents are provided with different options for trash disposal, typically in containers of varying sizes. The cost is directly proportional to the volume or weight of the waste they produce. By linking the cost of waste disposal to the amount of waste generated, PAYT encourages households to reduce, reuse, and recycle.

**Advantages.** The PAYT system offers several advantages for solid waste management. By charging residents based on the amount of trash they dispose of, PAYT encourages waste reduction and recycling, leading to lower overall waste volumes and increased diversion from landfills. PAYT also enhances economic efficiency by aligning costs more closely with usage, potentially lowering waste management expenses for municipalities and taxpayers. Additionally, it fosters equity as households pay according to their waste generation, ensuring a fairer distribution of costs across the community.

**Disadvantages.** The major challenge of PAYT is resistance to this alternative. As discussed above, 61 percent of City survey respondents and 75 percent of county survey respondents are not interested in PAYT. Additionally, this system can introduce equity concerns by potentially burdening low-income households with higher waste disposal costs. Payment delinquencies may also be a problem, and the City may not be able to collect fees if the program changes from a yearly assessment. Behavioral changes among residents, such as illegal dumping or burning, may arise in response to perceived high disposal fees. Administratively, implementing PAYT requires substantial initial investments in infrastructure and education, along with ongoing costs for managing billing systems and enforcing regulations.

#### **6.2** Permit Program Alternatives

An alternative to the current system would be to remove "special wastes" from the allotted 3,000 pounds. These wastes could include freon units, tires, mattresses and bed springs, yard waste, car batteries, waste oil, antifreeze, and electronic waste. The special wastes would be charged a fee based on the cost of properly disposing of or recycling them.

Another alternative to the current system would be to lower the allotted pounds. This change could reduce inequities by addressing those who may be abusing the system by including their business waste or taking waste from someone outside of the County. Implementing a maximum pounds per day limit could also reduce any abuse of the system by businesses or residents taking waste from individuals outside the County.

**Advantages.** Charging customers based on the amount or type of special waste they generate can create an additional revenue stream for the City. Fees cover the costs of handling, processing, and disposal of special wastes, which often have a higher processing fee than MSW. When customers pay directly for disposal, they are motivated to minimize waste generation, leading to better waste management practices.

Reducing the tonnage allowed by the residents could promote waste diversion.

**Disadvantages.** This would be a change to the current system, which can be challenging to get public buy-in for. This change would require changing how public accounts are charged and billed.

Reducing the tonnage allowed by the residents could lead to illegal dumping once the permit holder exceeds their allowed tonnage.

#### 7.0 Modifications for Tracking Solid Waste

In fiscal year 2024, City residents pay \$194.10 per year for MSW curbside collection of MSW and 3,000 pounds per fiscal year of disposable at the Transfer station. County residents pay \$98 and have the same 3,000 pounds per fiscal year of disposal but need to self-haul or can contract with a private hauler for curbside pickup of MSW. The Marysville District users pay an additional \$65 per year.

Under the current collection system for county residents, solid waste hauling companies do not pay a tipping fee for waste generated in the Scratch Gravel Solid Waste Management District. The tipping fee is covered under the assessment fee charged to county residents. Currently, the customer type associated with a location and generation data is not documented. This information is vital to understanding the integrated solid waste management system. To address this issue, waste bins could be equipped with technology such as a Radio-frequency identification (RFID) tag to track the amount of waste collected. The technology could also include developing a mobile app for residents to track their waste.

Additionally, neither the County nor City resident can track their allotted pounds without calling the City. Consideration could be given to creating a centralized database that tracks each household's waste disposal data. An online portal could be developed to allow residents to access information on their solid waste generation.

#### 8.0 Recycling Options

This section evaluates the existing recycling system as well as alternatives to the existing recycling system.

According to fiscal year 2024 data, the City provides recycling services to its 11,800 residences through recycling drop-off sites and a privatized curbside recycling program. The centrally located Transfer Station is available to City and Scratch Gravel Solid Waste District residents as a free, source-separated drop-off site. It accepts plastics, cardboard, aluminum and steel cans, paper, glass, yard, and automotive waste.

An opt-in curbside recycling program is also available to residents within the City and County limits. Within the City, approximately 12 percent, or 1,521 residents, subscribe to curbside source-separated recycling. A private company operates this program and offers bi-weekly single-stream (county residents) and source-separated recycling (city residents). The specific programs and their related costs are as follows:

- **City Homeowners**: Source-separated curbside recycling for \$8/month. The City subsidizes this cost by \$8.20 to encourage recycling, making the total cost \$16.20. The City furnishes the bins for recycling.
- **City Renters**: Source-separated curbside recycling for \$16.50/month or \$49.50 a quarter, plus a \$40 one-time fee for bin setup.
- County Residents: Single-stream curbside recycling for \$19.95/month or \$59.85 a quarter.

The City curbside source separated recycling collects approximately 280 tons of recyclables annually.

#### 8.1 Recycling System Alternatives

#### 8.1.1 Universal, Single Stream Curbside Recycling

This alternative would include the City providing the necessary containers, trucks, and staff to implement a universal curbside recycling program within the boundaries of the City. A universal, single-stream recycling program would allow all residents to receive a recycling cart/bin and access curbside recycling. All residents would also pay for curbside recycling service, regardless of whether they used the service. This generally lowers the cost of curbside recycling compared to a subscription program because the costs are spread out over a larger number of households. Acceptable recycling materials would include cardboard, paper, plastic, tin, and aluminum cans. Glass would not be accepted as part of this single-stream recycling program. In single-stream recycling, all recyclables are mixed. Glass can break during collection and processing, contaminating other recyclables like paper and cardboard, making them less valuable or unrecyclable.

Two route drivers would collect recyclables in a fully automated truck (two frontline trucks and one backup truck) every other week. Nine weekly routes are anticipated. Recyclables would be consolidated in a new building at the Transfer Station for trucking to a Material Recovery Facility (MRF). The consolidation point at the Transfer Station would require a manager and one staff member.

While the City should consider a universal recycling program, it is not feasible for county residents due to the distance between residential stops.

The following table summarizes the estimated costs of implementing a residential curbside collection program in the City:

Table 8-1 - Estimated Cost of Implementing Universal Curbside Recycling

Cost Item	Quantity	Unit	Unit Cost	Item Cost	Payback Duration (years)	Total	
Frontloading truck	3	Each	\$325,000	\$975,000	5	\$195,000	
New carts	11,800	Each	\$77	\$908,600	12	\$75,720	
Recycling compactor	1	Each	\$500,000	\$500,000	10	\$50,000	
			Subtotal	\$2,383,600		\$320,720	
Collection Budget							
Cost Item	Quantity	Unit	Unit Cost	Item Cost		Total	
Manager	1	Each	\$90,000	\$90,000		\$90,000	
Route driver	2	Each	\$71,565	\$141,130		\$141,130	
Consolidation point staff	1	Each	\$50,000	\$50,000		\$50,000	
					Subtotal	\$283,130	
Hauling and Processing	Budget						
Cost Item	Quantity	Unit	Unit Cost	Item Cost		Total	
Hauling and processing cost per ton	1,955 <sup>1</sup>	Tons	\$150	\$293,250		\$293,250	
					Subtotal	\$293,250	
					Annual Total	\$897,100	
			Annual Total with C	Contingencies/In	flation +30%	\$1,166,230	

The current recycling program operates on a subscription basis, with approximately 12% of the eligible residents participating. The program collects approximately 280 tons of curbside recycling annually for \$16.20 per residence per month, which includes an \$8.20 contribution from the city. With the implementation of a universal recycling program, it is projected that 1,965<sup>7</sup> tons of recycling will be collected each year. Residents' costs are expected to increase from \$8 per month to approximately \$11-14 per month. As noted above, this anticipated monthly cost exceeds the amount survey respondents indicated they are willing to pay.

**Advantages.** A universal, single-stream curbside recycling program would increase participation and diversion, with approximately 600 percent more recycling collected curbside. In addition, the City of Helena Strategic Plan for Waste Reduction identified single-stream as the optimum recycling method for curbside collection. It offers convenience to residents and operational efficiency for the city.

**Disadvantages.** Challenges of a universal, single-stream recycling program include the collection of new carts in some areas of the city where alleyways are tight. The program does not include recycling collection for apartments or businesses. In addition, glass would not be accepted. It is also worth noting that a universal single-stream recycling program would likely experience greater contamination compared

<sup>&</sup>lt;sup>7</sup> Strategic Plan for Waste Reduction

to the current subscription-based, source-separated recycling program. Some of the more avid recyclers have expressed this concern. Increased contamination means more waste and inefficiency in the recycling program. While a universal program offers more convenience, it comes at the expense of clean, recyclable materials and overall recycling system efficiency. A robust education program is necessary to reduce waste and prohibit materials from entering recycling carts. This change would also require a compactor to process the recyclables for transportation. Lastly, the anticipated monthly cost is greater than the amount survey respondents indicated they are willing to pay.

#### 8.1.2 Expanded Recycling Drop-sites in the County

Additional drop-sites are an option to expand access to recycling in the County. As discussed above, universal curbside recycling is not recommended in the County due to the distance between households and public feedback from survey results, which showed the public was not interested. The collection efficiency would be low and likely cost-prohibitive.

If implemented, two additional drop-off sites for recyclables, yard waste, and solid waste are recommended. These drop-off sites would have a scale and an operator for solid waste management. The solid waste area would be separated from the recyclables and yard waste area. The recycling area would be open 24 hours a day, similar to existing recycling drop-off sites. Recycling would include cardboard, paper, glass, plastic, tin, and aluminum cans.

The universal curbside recycling alternative proposes that recyclables be collected by one driver (0.05 FTE) in a fully automated truck. The recyclables would be consolidated in a new building at the Transfer Station for trucking to an MRF. The same manager and staff member utilized in the curbside recycling program should be sufficient by adding two drop-sites.

Based on the survey results presented above, it is anticipated that adding additional drop-sites could get 25 percent more residents to recycle. This is approximately 1,518 residences at 0.384 tons per year or approximately 583 additional tons per year of recyclables. The cost to add two additional drop-sites for recycling is summarized in the following table, Table 8-2. This cost estimate does not include adding solid or yard waste to the drop-off site.

Table 8-2 - Estimated Cost of Drop-off Sites

Cost Item	Quantity	Unit	Unit Cost	Item Cost	Payback Duration (years)	Total	
Site prep		See (	Great West Enginee	ring Estimate of F	Probable Cost		
Drop site containers	2	Each	Each \$33,000 \$66,000 5				
Frontloading truck			Proposed Unive	rsal Curbside Tru	ıcks		
			Subtotal	\$66,000		\$13,200	
Collection Budget			·				
Cost Item	Quantity	Unit	Unit Cost	Item Cost		Total	
Manager			E	xisting			
Route driver	0.05	Each	\$71,565	\$3,579		\$3,579	
Consolidation point staff			E	xisting			
					Subtotal	\$3,579	
Operations Budget							
Cost Item	Quantity	Unit	Unit Cost	Item Cost		Total	
Processing Costs	583	Tons	\$45.29	\$26,401		\$26,401	
Operation Costs	1	LS	\$5,500	\$5,500		\$5,500	
					Subtotal	\$31,901	
					Annual Total	\$48,680	
		-	Annual Total with C	Contingencies/In	flation +30%	\$63,284	

**Advantages.** Implementing additional recycling opportunities and disposal locations for residents outside the City offers several advantages. Firstly, it provides more convenient recycling options for residents, which can increase participation in recycling programs. Secondly, it reduces traffic at the Transfer Station, easing congestion and improving overall efficiency. Moreover, it helps distribute the load more evenly across multiple sites, which can reduce yard waste accumulation at the transfer station.

**Disadvantages.** Recycling drop-off sites offer a convenient way for more rural communities to participate in recycling efforts, but they come with a few disadvantages. These include potential contamination issues, lack of education and awareness about their existence and accepted materials, maintenance costs, public perception of location, and accessibility challenges for some community members. It also can be difficult to site a recycling drop-off site. Residents near the proposed site might oppose the recycling drop-off location due to noise, increased traffic, or potential litter concerns.

#### 9.0 Yard Waste Options

This section evaluates the current yard waste management system and provides alternatives.

#### 9.1 Existing Yard Waste Management

Currently, yard waste such as tree limbs, grass clippings, and leaves are accepted at the Transfer Station. Yard waste is deducted from the permit annual allowance. Approximately 4,000 tons of yard waste is diverted from the Landfill each year. Some of the yard waste is mixed with biosolids from the Wastewater Treatment Plant and turned into compost that is available to the community. Finished compost is available for purchase at the landfill for \$60 per ton upon availability.

County residents typically have larger properties than city residents, and some manage their yard waste on their property.

City Strategic Plan for Waste Reduction identifies green waste as low-hanging fruit for increased diversion.

#### 9.2 Yard Waste Alternatives

#### 9.2.1 Subscription-Based Yard Waste Collection

A subscription-based yard waste program would be an option for city residents. Residents could opt for curbside yard waste collection, including leaves, grass clippings, and sticks less than 3 inches in diameter. All yard waste would be collected in a cart and must fit in the cart. The collection would be every other week from April to November. This option would require upgrades to the composting facility at the Landfill to accommodate the additional yard waste.

Yard waste would be collected by one route driver in a fully automated truck every other week. It would be transported to the Transfer Station or Landfill for processing into compost. The consolidation point at the Transfer Station would require a manager and one staff member.

While curbside yard waste collection is an option for the City to consider, it is not feasible for county residents due to the distance between residential stops. However, yard waste is proposed to be accepted at the two additional drop-off sites for county residents. The following table, Table 9-1, summarizes the estimated costs of implementing a subscription-based residential curbside yard waste collection program in the City. This cost estimate is highly variable as the number of participants is unknown.

Table 9-1 - Estimated Cost of Subscription Yard Waste Collection

Cost Item	Quantity	Unit	Unit Cost	Item Cost	Payback Duration (years)	Total	
Compost facility upgrades		See (	Great West Enginee	ring Estimate of F	Probable Cost		
Rear loading truck	1	Each	\$325,000	\$325,000	5	\$65,000	
New carts	1400¹	Each	\$77	\$107,800	12	\$8,984	
			Subtotal	\$432,800		\$73,984	
Collection Budget							
Cost Item	Quantity	Unit	Unit Cost	Item Cost		Total	
Manager	1	Each	\$90,000	\$90,000		\$90,000	
Route driver	1	Each	\$71,565	\$71,565		\$71,565	
Consolidation point staff	1	Each	\$50,000	\$50,000		\$50,000	
	Subtotal (assuming April to November					\$141,044	
Operations Budget							
Cost Item	Quantity	Unit	Unit Cost	Item Cost		Total	
Hauling Cost	1	LS	\$100,000	\$100,000		\$100,000	
Operation Costs	1	LS	\$300,000	\$300,000		\$300,000	
					Subtotal	\$400,000	
					Annual Total	\$615,028	
		ŀ	Annual Total with C	Contingencies/In	flation +30%	\$799,535	

<sup>&</sup>lt;sup>1</sup> Estimate based on responses from the survey summarized above.

It is anticipated that a subscription-based curbside yard waste program could cost approximately \$15-20 per month, year-round. Still, it would depend on the number of households participating in the program. This holds true for material anticipated to be collected by the program. The generation of yard waste can be highly variable depending on weather events. The 10-year average of yard waste collected at the Transfer Station is 4,581 tons, according to data generated by the City.

**Advantages.** A subscription-based yard waste collection system offers cost efficiency, predictable revenue, and customized service options—only those who wish to use the service pay for it.

**Disadvantages.** A subscription-based yard waste collection system has some disadvantages, including potential inequity, as low-income households might struggle with additional fees. The pay-per-use model can lead to decreased participation if residents opt-out to save money, resulting in more improper disposal of yard waste or continued congestion at the Transfer Station. This system also requires administrative overhead to manage subscriptions and payments, adding complexity. Inconsistent participation can disrupt collection schedules and reduce the efficiency of routes. Furthermore, residents may be less inclined to subscribe if they don't generate significant yard waste regularly, which could lead to underutilization of the service and reduced economies of scale.

#### 9.3 Universal Yard Waste Collection

A universal yard waste program would allow all residents to receive a bin for curbside yard waste collection. This program would not include apartment buildings or commercial businesses. All residents

would pay for the service, regardless of whether they used it. This generally lowers the cost of curbside yard waste collection because costs are spread out over a larger number of households. Yard waste would include leaves, grass clippings, and sticks less than 3 inches in diameter. All yard waste would be collected in a cart and must fit in the cart. The collection would be every other week from April to November. This option would require upgrades to the composting facility at the Landfill to accommodate the additional yard waste.

Yard waste would be collected by three route drivers in a fully automated truck every other week. It would be transported to the Transfer Station or Landfill for processing into compost. The consolidation point at the Transfer Station would require a manager and one staff member.

While curbside yard waste collection is an option for the City to consider, it is not feasible for county residents due to the distance between residential stops. However, yard waste is proposed to be accepted at the two additional drop-off sites for county residents. The following table, Table 9-2, summarizes the estimated costs of implementing a universal residential curbside yard waste collection program in the City.

Table 9-2 - Estimated Cost of Universal Yard Waste Collection

Equipment Capital										
Cost Item	Quantity Unit		Unit Cost	Item Cost	Payback Duration (years)	Total				
Compost facility upgrades		See Great West Engineering Estimate of Probable Cost								
Rear loading truck	3 Each \$325,000 \$975,000 5				\$195,000					
New carts	11,800	Each	\$77	\$908,600	12	\$75,720				
			Subtotal	\$1,883,600		\$270,720				
Collection Budget										
Cost Item	Quantity		Unit Cost	Item Cost		Total				
Manager	1	Each	\$90,000	\$90,000		\$90,000				
Route driver	2	Each	\$71,565	\$143,130		\$143,130				
Consolidation point staff	1	Each	\$50,000	\$50,000		\$50,000				
			Subtotal	(assuming April t	to November)	\$188,754				
Operations Budget										
Cost Item	Quantity	Unit	Unit Cost	Item Cost		Total				
Hauling Cost	1	LS	\$100,000	\$100,000		\$100,000				
Operation Costs	1	LS	\$300,000	\$300,000		\$300,000				
		\$400,000								
				,	Annual Total	\$859,474				
		A	Annual Total with (	Contingencies/In	flation +30%	\$1,117,316				

It is anticipated that a universal curbside yard waste program could cost approximately \$10-15 per month, year-round, but would depend on the number of households participating in the program. This holds true for the amount of material anticipated to be collected by the program. The generation of yard waste can be highly variable depending on weather events. As indicated above, the 10-year average of yard waste collected at the Transfer Station is 4,581 tons, according to data generated by the City.

Compared to recycling collection, yard waste collection labor costs and equipment costs are less because of the shorter season; however, additional drive time by collection drivers to haul collected yard waste to the compost facility at the Landfill instead of the Transfer Station offsets some of the savings.

**Advantages.** Universal yard waste collection ensures equitable access for all residents, leading to higher participation rates, reduced illegal dumping, and less congestion at the Transfer Station. Consistent route planning simplifies logistics and improves operational efficiency. This system fosters economies of scale, enhances public health and neighborhood aesthetics, and provides reliable service without needing to manage subscriptions.

**Disadvantages.** Universal curbside collection of yard waste faces several challenges, including high implementation and maintenance costs, cost to residents, complex logistics, and the need for continuous public education to ensure participation. Collecting carts in areas of the city with tight alleyways is particularly challenging. Additionally, the seasonality of yard waste collection poses staffing challenges, as the number of carts set out for collection in the fall is greater than those set out in mid-summer.

#### 10.0 Food Waste Options

The following section discusses the current and alternatives for food waste collection.

#### **10.1** Existing Food Waste Management

Private businesses currently provide food scrap collection to those who subscribe for a fee.

#### **10.2** Alternative Food Waste Management

To expand access to food waste management in the City and County, food waste drop-off sites are an option.

If implemented, eight drop-off sites are recommended. These drop-off sites would have a two-yard dumpster that could be serviced weekly in the summer and every other winter week. Participants would pick up compostable bags at the drop-off sites. The program would require a route driver at 0.10 FTE and a truck that could be shared with one of the other programs but is presented as an inclusive cost. The drop-off sites would be open 24 hours a day, similar to the existing recycling drop-off sites. This option would require upgrades to the composting facility at the Landfill to accommodate the food waste. The following figure, Exhibit 10-1, depicts a sample food waste dumpster and compostable bag dispenser.

Exhibit 10-1 - Proposed Food Drop-off Sites



According to the above survey results, 24 percent of Helena survey respondents are interested in composting. Extrapolating this across the City's population, if even half of these residents participated, approximately 1,404 residents would be composting. If each of these residents dropped off one 2.5-gallon bag every two weeks, this would equate to approximately 330 tons of food waste diverted from the Landfill per year. Similarly, 23 percent of county survey respondents are interested in composting. Extrapolating this across the County's population, if even half of these residents participated, approximately 1,724 residents would be composting. If each of these residents dropped off one 2.5-gallon bag every two weeks, this would equate to approximately 405 tons of food waste diverted from the Landfill annually. The following table, Table 10-1, summarizes the estimated costs of this option.

Table 10-1 - Estimated Cost of Food Waste Drop-off Sites

Equipment Capital											
Cost Item	Quantity	Unit	Unit Cost Item Cost		Payback Duration (years)	Total					
Compost facility upgrades		See Great West Engineering Estimate of Probable Cost									
Frontloading truck	1	Each	\$325,000	\$325,000	5	\$65,000					
2-yard dumpsters	8	Each	\$849	\$6,792	5	\$1,359					
			Subtotal	\$331,792		\$66,359					
Collection Budget											
Cost Item	Quantity	Unit	Unit Cost	Item Cost		Total					
Route driver	0.10	Each	\$71,565	\$7,357		\$7,357					
Compostable bags	100	Cases	\$55	\$5,500		\$5,500					
				\$12,857							
Operations Budget											
Cost Item	Quantity	Unit	Unit Cost	Item Cost		Total					
Operation Costs		See (	Great West Enginee	ring Estimate of F	Probable Cost						
					Annual Total	\$79,216					
		A	Annual Total with C	Contingencies/In	flation +30%	\$102,981					

**Advantages.** The approach outlined, starting slowly and gradually developing the program with the possibility of introducing a curbside program later based on community interest, seems both practical and cost-effective. The program's initial phase requires minimal infrastructure and capital, primarily involving the distribution of bags and dumpsters.

**Disadvantages.** Accessibility and effective promotion of the program are essential for its success. Dumpsters should be conveniently located and easily accessible to the public, ensuring that individuals don't have to travel long distances to participate. Advertisement and community outreach are crucial to raising awareness and getting people involved. Various channels, such as social media, local newspapers, and community events, can be employed to promote the program. There will be costs associated with implementing and maintaining such a program, both for residents and the city and county.

#### 11.0 Cost-of-Service Study

The purpose of a cost-of-service study is to determine the total cost of providing solid waste and recycling services, equitably distribute the cost to customers, and design rates to safeguard the financial integrity of the operation. The goal of a cost-of-service and rate design study is to determine the fees required to adequately recover the costs of providing services. Based on the information presented in this report, the dynamics of the solid waste program could dramatically change from its current state. A cost-of-service study for the City and County would provide long-term direction for solid waste management.

#### 12.0 Findings and Recommendations

The following sections describe the recommendations for improving the City and County solid waste systems. The recommendations are based on the engineering team's professional experience and input from City and County leaders, the steering committee, and the public through surveys and public meetings.

#### 12.1 Upgrades to the Existing Transfer Station

The City should upgrade the transfer station to increase vehicle throughput, decrease congestion, upgrade the yard waste area, increase recycling options, and reduce collection operations costs. The improvements are described in detail in Section 3.1.

### Increase vehicle throughput

- Additional Scales
- Increase queing lengths by rerouting internal roads
- Controlled access to waste disposal and recycling areas
- Construct z-wall for additional drop-off areas

#### Increase Recycling Opportunities

- Construct recycling consolidation building to consolidate recyclables on-site
- The building will be required if the City implements a universal curbside recycling program that is managed by the City.
- New recycling consolidation building in a separate location

#### Upgrade Yard Waste Area

- Remove yard waste on a daily basis to reduce odor
- Pave yard waste area to keep the area cleaner
- Move yard waste to an other location

### Reduce Operations Costs of Collection

 Construction of a truck storage building to house all collection trucks on site to reduce mileage on trucks

#### 12.2 Construct Container Sites (Drop-Off Sites) in the County

The City and County can improve traffic congestion and yard waste at the transfer station by constructing new container sites in the County. The container sites will provide the county residents with more opportunities for waste diversion with areas for 24-hour-a-day recycling and yard waste disposal. The improvements are described in detail in Section 3.2.

#### Disposal Locations Closer to County Population Centers

- More convenient for some county residents
- Scales for waste accounting
- Z-walls for waste disposal

### Increase Recycling Opportunities

- 24-hour-a-day access to recycling bins
- Yard waste disposal areas reduce yard waste at the transfer station

#### Traffic Reduction at the Transfer Station

 Providing another location for county residents to dispose of waste rather than going to transfer station

#### 12.3 Upgrades to the County Compost Operation

The County should upgrade the composting operations at the Landfill to decrease compost processing time, increase the amount of yard waste that can be processed, provide a higher quality product, and provide additional retail sale opportunities to the public. It can accept food waste in the future. The improvements will be needed if the City implements a curbside yard waste collection program. The City and County have an interlocal agreement that states that the City transports yard waste to the Landfill for processing by the County. If the City implements a curbside yard waste collection program, the City and County should continue the existing interlocal agreement. The County has a solid waste permit that includes composting, environmental infrastructure required, adequate land for composting, and the staff trained to operate a composting system. The improvements are described in detail in Section 3.3.

#### Increase yard waste processing

- Decrease compost processing time
- Required if the City implements curbside yard waste collection program

#### Provide higher quality compost

- Additional retail sale opportunities to the community
- Destruction of pathogens

#### 12.4 New Transfer Station

At this time, a new Transfer Station should not be constructed. The survey and public meetings showed that the public was pleased with the existing system and transfer station. A few opposing comments regarding the location in close proximity to Carroll College and the City center and the odor from the yard waste were received. Still, overall, the community was happy with the existing system. The capital cost of a new Transfer Station is approximately 4.5 times the cost of upgrades to the existing transfer station based on 2024 construction dollars.

The existing transfer station is undersized to accommodate the peak-day customer traffic. If the City upgrades the existing transfer station and the County constructs new container sites, the City could continue operations at the existing site for the next ten to fifteen years, depending on population increases and waste diversion. At that time, the City needs to look at other waste collection and consolidation options. The City should consider purchasing a piece of property for future waste consolidation and transfer infrastructure. The City and County should reevaluate this recommendation in the next five years after implementation of new programs and construction of infrastructure. The infrastructure required for a full transfer station is described in detail in Section 3.4.

#### **Opportunities of a New Facility**

- New location away from city parks and Carroll College
- New location closer to County population center
- Extra room for expansion
- All operations in one location
- Better traffic throughput
- Use the old transfer station for recycling center or other City operations

#### **Challenges of a New Transfer Station**

- Location farther away from the City of Helena population center
- · Land may be difficult to find
- ·Land may be expensive
- Extensive permitting process
- Potential public opposition
- Expensive infrastructure
- Cost associated with decommissioning existing transfer station
- Existing groundwater and landfill gas monitoring and treatment systems at the existing transfer stations will still need to be operated

#### 12.5 Hybrid Versus Public Versus Private Solid Waste Management

Based on the survey results, most city and county respondents rate the convenience, reliability, and cost of the solid waste management service provided as good or excellent. Therefore, moving to an exclusively private or public collection system does not currently provide any advantages to City users. Likewise, moving to an exclusively public collection system does not offer any advantages for county users. The current system meets most survey respondents' needs; therefore, no changes to the system are recommended.

#### 12.6 Collection Assessment

The City is performing well based on the assumptions and data presented above. The City should continue to evaluate the number of residences and routes collected and adjust accordingly.

#### 12.7 Permit Evaluation

As presented in Section 1.3.3, 61 percent of City survey respondents and 75 percent of county survey respondents are not interested in PAYT. However, removing special wastes from the allowed 3,000 pounds and/or lowering the allotment could help recover the processing and disposal costs. In addition, placing a maximum daily limit on the amount of waste accepted at the Transfer Station could reduce some of the system's abuse. It is recommended that a cost-of-service study be conducted to determine the cost of handling waste and charge customers accordingly.

#### 12.8 Modifications for Tracking Solid Waste

As described above, there are some accounting discrepancies that should be addressed. First, a resolution could be considered for the City/County. Reporting is essential for accurate tracking of recycling and solid waste. The resolution should cover the following:

1. The private hauling company (hauler) must keep records and report to the City/County information relating to the collection, processing, and disposal of solid waste, source-separated recyclables, and organic materials collected by the hauler. The required reporting for the previous

- calendar year shall be reported to the City/County on a form provided by the Department by January 31 of each year.
- 2. The private hauling company shall keep records of the following information for at least three years. For purposes of the resolution, "origin" means geographic description. "Type" means the best estimate of the percentage of each truckload that consists of residential, commercial, industrial, construction, and demolition debris or any other general type of solid waste and source-separated recyclable and organic materials.
  - a. Types and quantities of solid waste: a hauler shall maintain records regarding the volume or weight, type(s), and origin(s) of collected waste. For each vehicle, the hauler shall keep a daily record of the origin(s), type(s), weight of the waste collected that day, and the identity of the solid waste management facility at which collected waste is deposited. If the waste is measured by volume at the solid waste facility at which it is deposited, the record may indicate the volume rather than the weight of the waste.
  - Number of residential and non-residential accounts: the hauler shall maintain a record of the number of residential and non-residential accounts serviced in each geographic origin.
  - c. Total weight of solid waste: The hauler shall maintain a record of the total weight of all solid waste collected from residential and non-residential accounts for each geographic region. The weight of the solid waste collected shall be reported and documented by scale or another City/County-approved documentation method.
  - d. The hauler shall maintain a record of the weight of source-separated or single-stream recyclables and organic materials collected from residential and non-residential accounts for each of the following recyclable materials: newsprint, corrugated cardboard, mixed paper, magazines, metal/aluminum, glass containers, plastic containers, boxboard, major appliances, scrap metal, and additional materials as from time to time mandated by the City/County. The weight of each type of recyclable material collected may be estimated based on the percentage of each material type recorded in previously documented collections. The amount of recyclable materials collected from each geographic origin may be estimated based on the proportion of accounts in each community.

Secondly, a program should be implemented for residents to track their allotted permit amount used. Tracking solid waste generated by a City/County resident can be effectively managed through a combination of technological solutions, administrative processes, and community engagement. Here are some suggested steps the City/County can take:

#### 1. Technology solutions

- a. Equip waste bins with technology such as a Radio-frequency identification (RFID) tag to track the amount of waste collected from each household.
- b. Develop a mobile app for residents to track their waste.

#### 2. Administrative processes

- a. Consider a centralized database that logs each household's waste disposal data. Create an online portal where residents can access the database.
- b. Ensure private haulers provide data on the amount of waste collected and disposed of to keep records accurate and up to date.

#### 3. Community engagement

- a. Educate residents on how to reduce waste and the importance of tracking their waste disposal.
- b. Establish a dedicated service line or chat support to help residents with tracking issues.

#### 12.9 Recycling Options

Based on the survey results, 58 percent of City survey respondents are interested in universal recycling. Single-stream recycling simplifies the recycling process for residents, requiring minimal sorting effort and encouraging greater participation in recycling programs. In addition, single-stream was identified in the Strategic Plan for Waste Diversion as the optimum recycling method for curbside collection if the City performs universal curbside recycling services. It provides operational efficiencies for the City and convenience for the residents. These key findings suggest that the implementation of a single-stream universal recycling program for city residents should be evaluated further. The anticipated monthly cost is greater than the amount survey respondents indicated they are willing to pay, which would require public buy-in.

Based on the survey results, 48 percent of county survey respondents would like more waste diversion (recycling, composting, and re-use) opportunities. To accommodate these users, two additional drop-off sites for recyclables, yard waste, and solid waste are recommended.

#### 12.10 Yard Waste Options

A subscription-based yard waste program is the recommended option where city residents could opt-into curbside collection of yard waste. Starting with a subscription-based curbside collection service would gauge residents' interest in a collection program. While curbside yard waste collection is an option for the City to consider, it is not feasible for county residents due to the distance between residential stops. However, yard waste is recommended to be accepted at the two additional drop-off sites for county residents. As noted above, county residents sometimes manage yard waste on their property. Logistically, the drop-off sites should be located near residential developments with smaller lots.

#### 12.11 Food Waste Options

The approach outlined, starting slowly and gradually developing the program with the possibility of introducing a curbside program later based on community interest, seems both practical and cost-effective. The program's initial phase requires minimal infrastructure and capital, primarily involving the distribution of bags and dumpsters. Businesses will likely be receptive to hosting a dumpster and providing compostable bags as long as the dumpsters are serviced regularly to prevent odors and attract customers. This approach benefits the environment and fosters a sense of community involvement while potentially driving foot traffic into participating businesses.

#### 12.12 Cost-of-Service Study

Based on the information presented in this report, the dynamics of the solid waste program could dramatically change from its current state. According to feedback from staff, a thorough financial analysis of the current system and a capital improvement plan have not been formally undertaken. A cost-of-service study would provide the City with an understanding of the costs and revenue of the current system, as well as the financial impacts of the development of the program changes proposed in this study. A cost-of-service study would provide long-term direction for solid waste management.

#### 13.0 Implementation Schedule

The City and County officials will review this ISWMP. Over time, the recommendations and schedule will be evaluated to determine which portions of the plan will be implemented. A rate analysis or cost-of-service study will need to be completed to determine how the projects and programs will be funded. The City and County will evaluate the best option to provide those services, including soliciting for services and partnering with private companies.

### Appendix A

City-County Joint Commission
Work Session
March 7, 2023

# City of Helena & Lewis and Clark County





### City-County Commission Joint Work Session

March 7<sup>th</sup>, 2023

Stephanie Beckert, PE (Great West Engineering)

Matt Evans, PE (Burns & McDonnell)

Gretchen Mathiason, EIT (Burns & McDonnell)





### Integrated Solid Waste Master Plan

#### » Purpose of the Plan

- "The goal of the Plan is to create an efficient, comprehensive system that will improve waste diversion, and provide convenient waste disposal services at the best price for the people of Lewis & Clark County and the City of Helena."
- » Partnership with City and County
- » Timeline
  - » Anticipated completion of ISWMP March 2024



### **Tasks Completed**

- » Site Tours of all facilities
- » Communications Plan
- » Gather Steering Committee's comments



▲ City of Helena Transfer Station



▲ Lewis and Clark County Landfill



### **Steering Committee Makeup**

- » County Commissioner
- » City Commissioner
- » County Public Works
- » City Public Works
- » Scratch Gravel Solid Waste District Board
- » Citizen Conservation Board
- » Private Hauler/Recycler
- » At Large County Resident
- » At Large City Resident



### **Communications Plan**

#### » Goals

- » Optimize public engagement
- » Broadly reach the impacted area
- » Create clear talking points for Steering Committee members, City and County Leadership, and others involved in the development of the ISWMP
- » Facilitate support of the final scenario

#### » Communication Audience

- » Public
- » Businesses
- » Schools, hospitals and other institutional entities
- » Others that will be impacted by the ISWMP



### **Communications Phases**

» Phase One: Gathering General Feedback

» Phase Two: Alternative Scenarios

» Phase Three: Preferred Scenario



### Phase One: Gathering General Feedback

- » Geared toward general public and solid waste management stakeholders
- » What is the ISWMP, and what is it not
- » Open-ended responses to figure out what areas the public is interested in changing or keeping



### Phase One: Gathering General Feedback

#### » Communication Methods – Gathering General feedback

- » "Be Heard Helena" Virtual Survey
- » Physical Copy Surveys
- » Mail Notices with Link and General Information
- » Social Media Postings
- » Open House (In-person and virtual)







### **Phase Two: Alternative Scenarios**

- » Informing the public about the alternative scenarios that the engineering team and Committee have created with the results of the Phase One survey taken into account.
- » Description of scenarios
- » How they will be implemented
- » Pros and Cons list with each option
- » Public can give feedback on the most appealing based on the descriptions



### Phase Three: Preferred Scenario

- » Informing the public about the selection of the preferred scenario chosen from the feedback taken into account in Phase Two.
- » In depth description of scenario
- » Highlight why it was chosen



### **Anticipated Schedule**

	Feb 2023	Mar 2023	April 2023	May 2023	Jun. 2023	Jul. 2023	Aug. 2023	Sept. 2023	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2024	Feb. 2024	Mar. 2024
Phase One: Gathering General Feedback														
Phase Two: Alternative Scenarios														
Phase Three: Preferred Scenario														



### **Key Talking Points**

- What is the goal of the Solid Waste Management Plan? If asked:
  - "The goal of the Solid Waste Management Plan is to create an efficient, comprehensive system that will improve waste diversion, and provide convenient services at the best price for the people of Lewis & Clark County and the City of Helena."
- When is it going to be done? If asked:
  - o "The Solid Waste Management Plan is scheduled to be complete by April 2024"
- What are the next steps? If asked:
  - "Phase One will include gathering feedback and data of the current system and potential alternative scenarios, Phase Two will include creating those alternative scenarios, and Phase Three will be defining the preferred scenario."
- Who is developing the Solid Waste Management Plan? If asked:
  - "The Solid Waste Management Plan is a collaborative effort of the public, stakeholders, solid waste leaders, and the engineering team."
- Who will be impacted? If asked:
  - "The Solid Waste Management Plan will impact anyone that generates, collects, or manages the disposal/diversion of solid waste in the City of Helena or Lewis & Clark County."



### Water/Wastewater = Transportation = Grant Services = Solid Waste = Structural = Bridges = Natural Resources = Planning

#### **BILLINGS**

6780 Trade Center Avenue Billings, MT 59101 Phone (406) 652-5000

#### **BOISE**

3050 N. Lakeharbor Lane, Suite 201 Boise, ID 83703 Phone (208) 576-6646

#### **GREAT FALLS**

702 2nd Street South #2 Great Falls, MT 59405 Phone (406) 952-1109

#### **HELENA**

2501 Belt View Drive Helena, MT 59604 Phone (406) 449-8627 Fax (406) 449-8631

#### **SPOKANE**

9221 N. Division St., Suite F Spokane, WA 99218 Phone (509) 413-1430



# Appendix B Phase One Public Meeting April 11, 2023

# City of Helena & Lewis and Clark County





## Integrated Solid Waste Master Plan

Phase 1 Public Meeting

April 11th, 2023

Stephanie Beckert, PE (Great West Engineering)

Matt Evans, PE (Burns & McDonnell)

Travis Craig, PE (Great West Engineering)





### **Agenda**

- » Introduction to the Integrated Solid Waste Master Plan (ISWMP)
- » Steering Committee Makeup
- » Communications Plan
- » Tasks Completed
- » Current Services Provided
- » Schedule
  - » Overall
  - » Phase One details



## "Why?"

"The purpose of this survey is to collect feedback for the development of the Integrated Solid Waste Master Plan. The goal of the Plan is to create an efficient, comprehensive system that will improve waste diversion, and provide convenient waste disposal services at the best price for the people of Lewis & Clark County and the City of Helena. Please fill out the survey to the best of your ability."



### **Steering Committee Makeup**

- » County Commissioner
- » City Commissioner
- » County Public Works
- » City Public Works
- » Scratch Gravel Solid Waste District Board
- » Citizen Conservation Board
- » Private Hauler/Recycler
- » At Large County Resident
- » At Large City Resident



### **Communications Phases**

» Phase One: Gathering General Feedback

» Phase Two: Alternative Scenarios

» Phase Three: Preferred Scenario



## Phase One: Gathering General Feedback

#### » Communication Methods – Gathering General feedback

- » "Be Heard Helena" Virtual Survey
- » Physical Copy Surveys
- » Mail Notices with Link and General Information
- » Social Media Postings
- » Public Meeting (In-person and virtual)







### **Phase Two: Alternative Scenarios**

- » Informing the public about the alternative scenarios that the engineering team and Committee have created with the results of the Phase One survey taken into account.
- » Description of scenarios
- » How they will be implemented
- » Pros and Cons list with each option
- » Public can give feedback on the most appealing based on the descriptions



### Phase Three: Preferred Scenario

- » Informing the public about the selection of the preferred scenario chosen from the feedback taken into account in Phase Two.
- » In depth description of scenario
- » Highlight why it was chosen



### **Tasks Completed**

- » Site Tours of all facilities
- » Gather Steering Committee's comments
- » Communications Plan
  - » Beginning of Phase 1 Gathering Public Feedback



▲ City of Helena Transfer Station



▲ Lewis and Clark County Landfill



### **Current Services Provided – City of Helena Residents**

#### » Included in the Annual Solid Waste Assessment

- » Curbside household waste collection
- » Transfer Station Self Haul and Recycling to include outlying recycling drop-off sites
  - » Up to 3,000 pounds of waste disposal
    - » Household
    - » Construction
    - » Yard Waste
    - » Auto Waste
    - » Paint on 2 occasions per year
    - » Household Hazardous Waste
    - » Electronic Waste
    - » Mattresses
    - » Box Springs
    - » Refrigeration Units
    - » Tires
  - » Recycling of accepted materials for residents paying assessments
  - » Recycling available to renters with special permits or as a cash customer



## **Current Services Available – City of Helena Residents**

#### » Services available for additional fees

- » Bulk waste collection \$10 fee deducted from permit
- » Curbside recycling collection Private Company
- » Curbside food waste collection Private Company
- » Curbside yard waste collection Private Company



## **Current Services Provided – Scratch Gravel Solid Waste and Marysville District Residents**

#### » Included in the Annual Solid Waste Assessment

- » Transfer Station Self Haul and Recycling to include outlying recycling drop-off sites
  - » Up to 3,000 pounds of waste disposal
    - » Household
    - » Construction
    - » Yard Waste
    - » Auto Waste
    - » Paint on 2 occasions per year
    - » Household Hazardous Waste
    - » Electronic Waste
    - » Mattresses
    - » Box Springs
    - » Refrigeration Units
    - » Tires
  - » Recycling of accepted materials for residents paying assessments
  - » Recycling available to renters as a cash customer



## **Current Services Available – Scratch Gravel Solid Waste and Marysville District Residents**

#### » Services available for additional fees

- » Curbside Collection of household waste Private Company
- » Bulk waste collection Private Company
- » Construction Waste Self Haul to Lewis and Clark County Landfill or Tri County Disposal Valley View Landfill
- » Curbside recycling collection Private Company
- » Curbside food waste collection Private Company
- » Curbside yard waste collection Private Company



## Additional Services Provided – Marysville Solid Waste District Residents

- » Services available with permit
  - » Self haul to Marysville Container Site
    - » Only household waste and recyclables



## **Anticipated Overall Schedule**

	Feb 2023	Mar 2023	April 2023	May 2023	Jun. 2023	Jul. 2023	Aug. 2023	Sept. 2023	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2024	Feb. 2024	Mar. 2024
Phase One: Gathering General Feedback														
Phase Two: Alternative Scenarios														
Phase Three: Preferred Scenario														





### Water/Wastewater = Transportation = Grant Services = Solid Waste = Structural = Bridges = Natural Resources = Planning

#### **BILLINGS**

6780 Trade Center Avenue Billings, MT 59101 Phone (406) 652-5000

#### **BOISE**

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#### **GREAT FALLS**

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#### **HELENA**

2501 Belt View Drive Helena, MT 59604 Phone (406) 449-8627 Fax (406) 449-8631

#### **SPOKANE**

9221 N. Division St., Suite F Spokane, WA 99218 Phone (509) 413-1430



### **Appendix C**

Phase One Survey Results & Alternatives Outlines

May 25, 2023

# City of Helena & Lewis and Clark County





### Phase 1 Survey Results & Alternatives Outlines

May 25<sup>th</sup>, 2023

Stephanie Beckert, PE (Great West Engineering)

Matt Evans, PE (Burns & McDonnell)

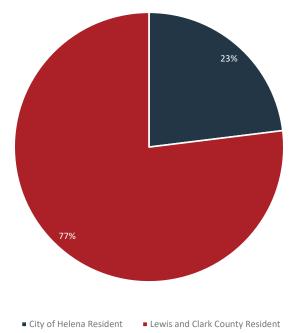
Gretchen Mathiason, EIT (Burns & McDonnell)





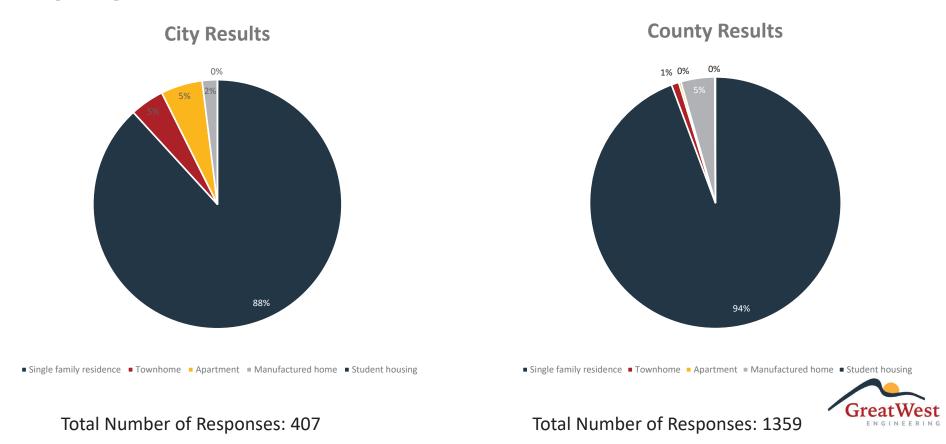
## Q1: Are you a:

**Phase 1 Combined Survey Results** 



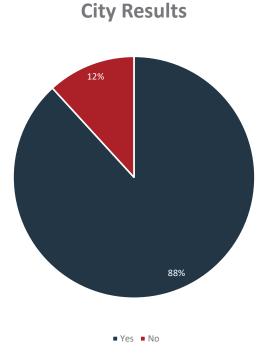


## Q2: Which of the following best describes your home?

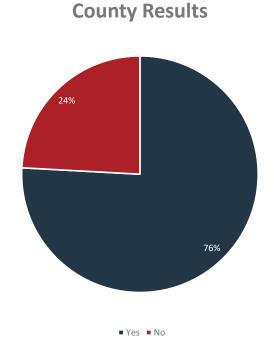


## Q3: Do you have curbside pickup of garbage at your residence?



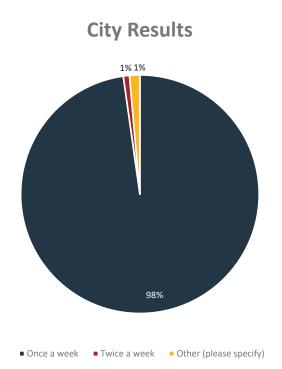


Total Number of Responses: 407

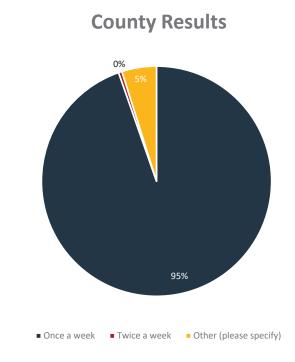




## Q4: If you answered YES, what is the pickup frequency?

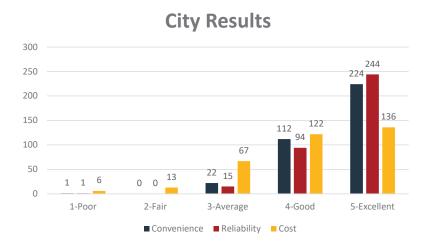


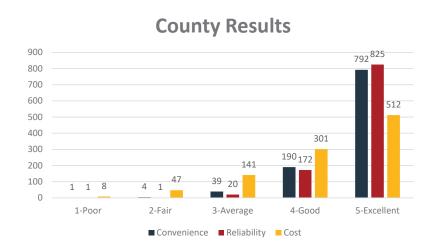






## Q5: If you answered YES, how would you rate the service in terms of:

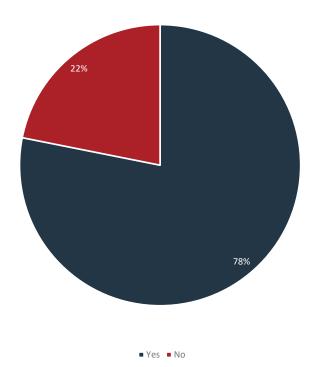






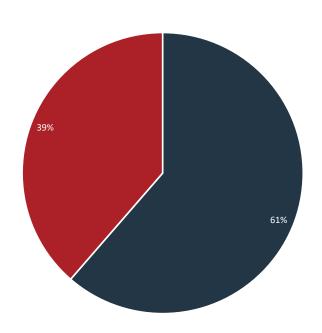
## Q6: Do you recycle?

#### **City Results**



Total Number of Responses: 407

#### **County Results**

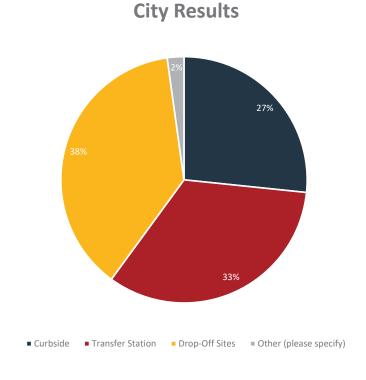


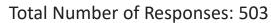
■ Yes ■ No

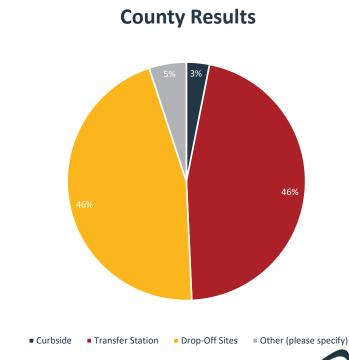


## Q7: If you answered YES, how do you recycle? (Select all that apply)

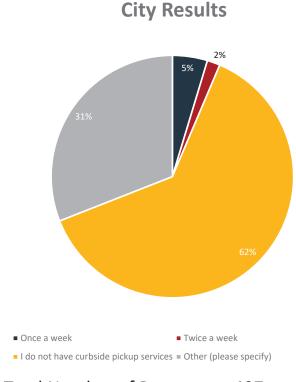


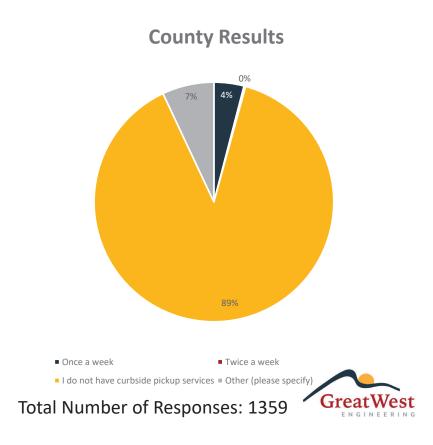




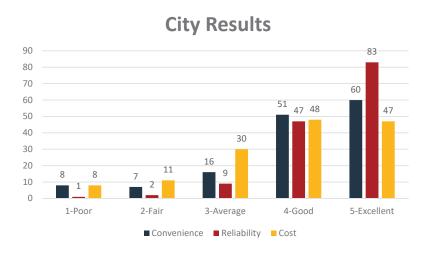


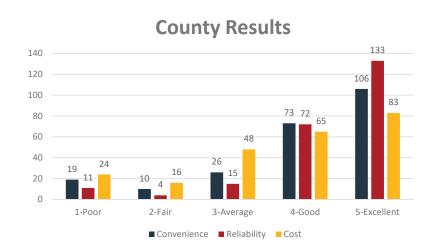
## Q8: If you have curbside recycling, what is the pickup frequency?





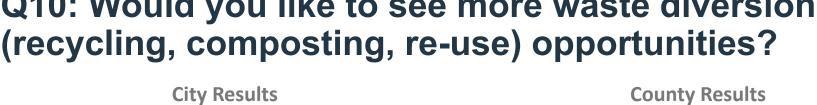
## Q9: If you have curbside recycling, how would you rate the service in terms of:

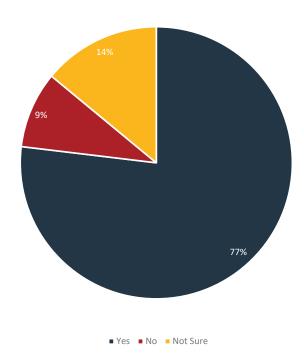




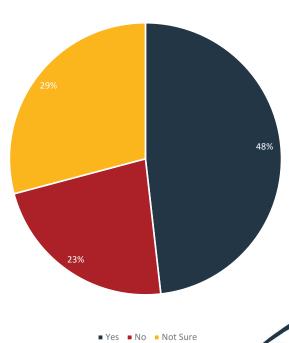


### Q10: Would you like to see more waste diversion (recycling, composting, re-use) opportunities?



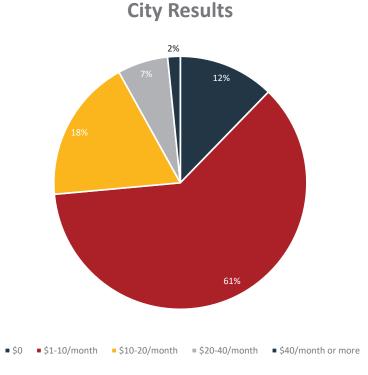


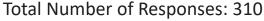
Total Number of Responses: 407

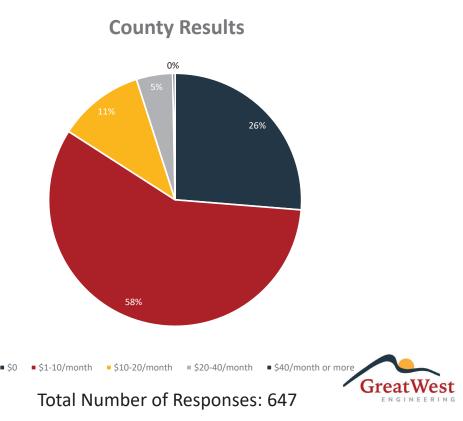


Total Number of Responses: 1359

# Q11: If you answered YES, how much would you be willing to spend for the additional services than what you are currently getting?

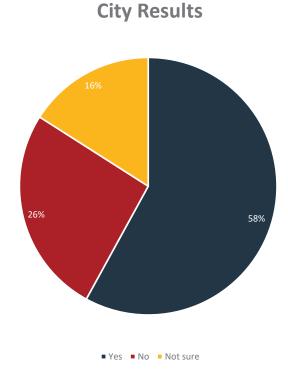




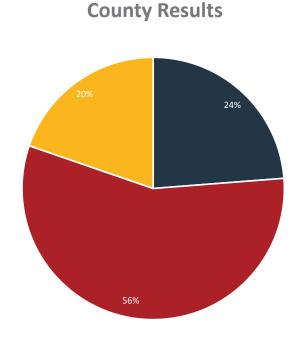


## Q12: Would you be interested in universal curbside recycling?





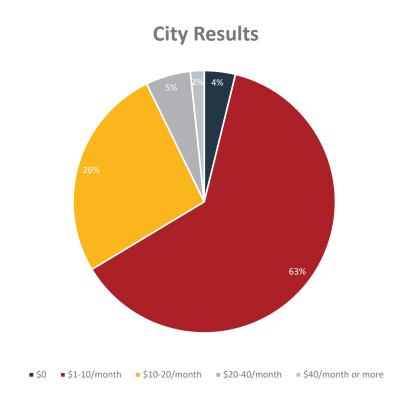
Total Number of Responses: 407

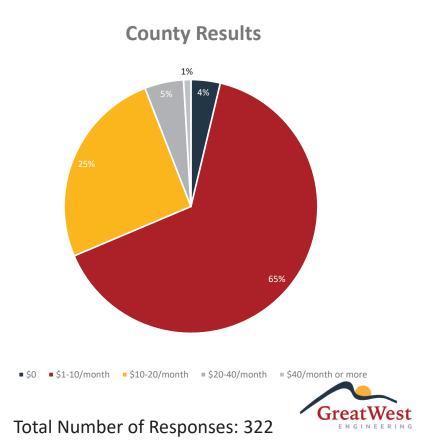


■ Yes ■ No ■ Not sure



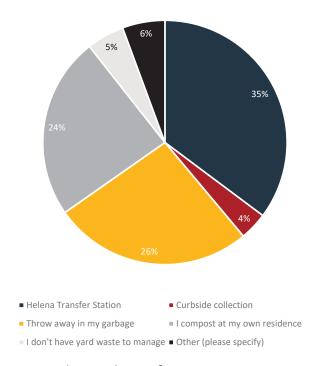
## Q13: If you answered YES, how much would you be willing to spend on this service per month?





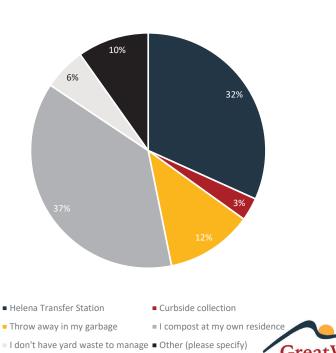
# Q14: What do you do with your yard waste? Yard waste includes leaves, grass clippings, and tree branches (select all that apply).





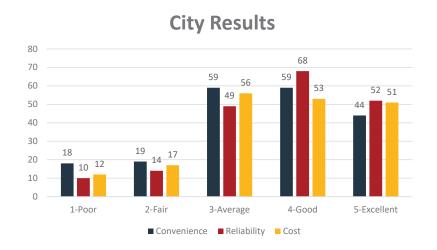
Total Number of Responses: 622

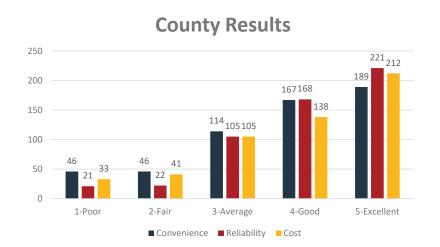
#### **County Results**



Total Number of Responses: 1805

# Q15: If you don't throw away your yard waste in your garbage, how would you rate the yard waste service in terms of:

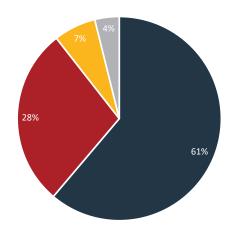






## Q16: What do you do with your food waste (select all that apply)?

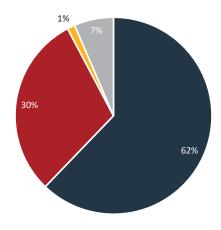
Q16 (What do you do with your food waste (select all that apply)?) (City)



- Throw away in my garbage
- I compost some of it at my own residence
- I subscribe to a service to have some of it composted
- Other (please specify)

Total Number of Responses: 492

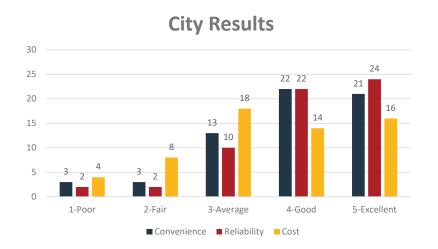
Q16 (What do you do with your food waste (select all that apply)?) (County)

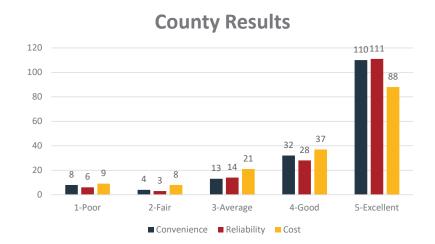


- Throw away in my garbage
- I compost some of it at my own residence
- I subscribe to a service to have some of it composted
- Other (please specify)



# Q17: If you have food waste service, how would you rate the service in terms of:

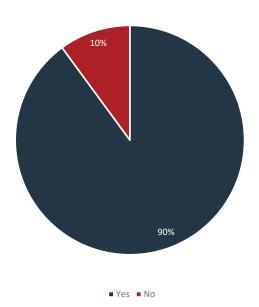






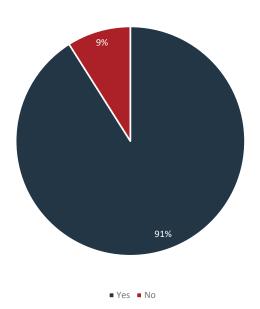
# Q18: Do you use the existing Helena Transfer Station (located at 1975 N. Benton Ave. next to Carroll College)?





Total Number of Responses: 407

**County Results** 

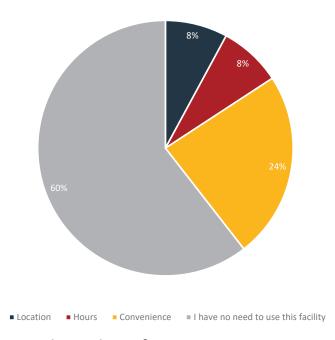


Total Number of Responses: 1359



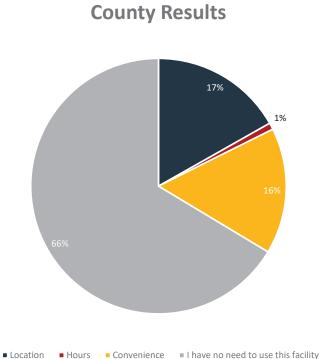
#### Q19: If you answered NO, why not?





**City Results** 

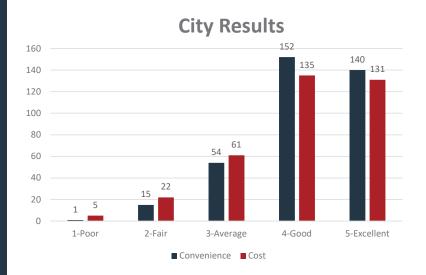
Total Number of Responses: 38

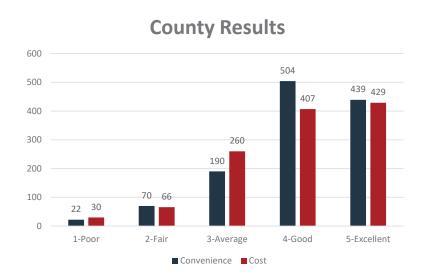


Total Number of Responses: 119



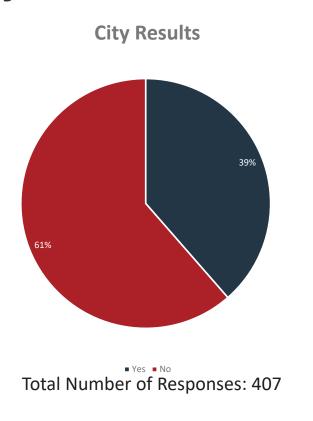
# Q20: If you answered YES, how would you rate the Transfer Station facility in terms of:



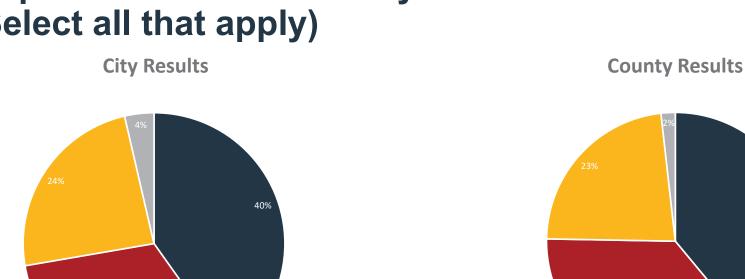




# Q21: Would you be interested in a program that charges based on the amount of waste you throw away/recycle/compost as opposed to the current system where there is a standard flat rate?



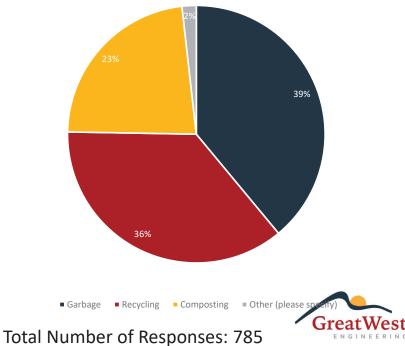
# Q22: If you answered YES, for what categories of disposal/diversion would you be interested in? (Select all that apply)



Total Number of Responses: 249

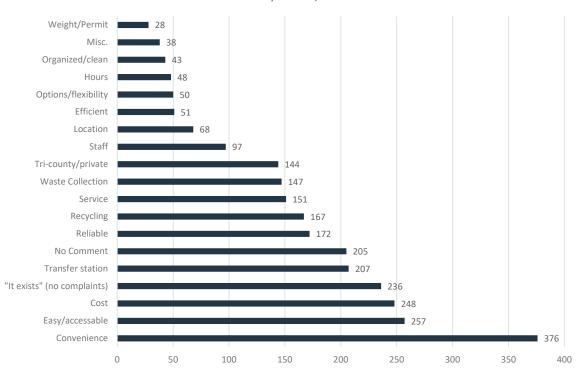
■ Garbage ■ Recycling ■ Composting ■ Other (please specify)

32%



#### Phase 1 Survey Results: Q23

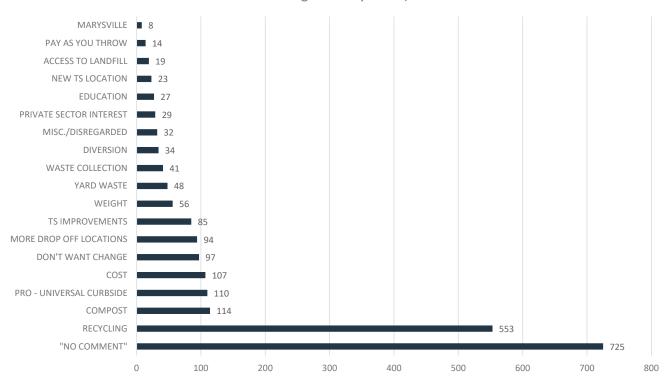
Q23 (What do you like about the current Solid Waste Management System?)





#### Phase 1 Survey Results: Q24

Q24 (What would you like to see changed about the current Solid Waste Management System?)





# Phase 1 Survey Results: Q25 (Do you have any other comments, questions, or concerns?)

- » Concerned about taxes being raised
- » Importance of private businesses performing solid waste services
- » More options for recycling



#### **Public Meeting Results**

- » County resident 100% against universal recycling and recycling boxes at their house
- » Very pleased with the current system
- » Would like more composting options
- » Only those that recycle should pay for recycling
- » How will this affect Tri County Disposal?
- » County needs to handle recycling, not a private entity
  - » Need to think about future generations
- » The transfer station runs smoothly
- » County resident likes the choice of hauling their own waste or having it picked up by Tri County.



#### **Thank You**

Water/Wastewater = Transportation = Grant Services = Solid Waste = Structural = Bridges = Natural Resources = Planning

#### **BILLINGS**

6780 Trade Center Avenue Billings, MT 59101 Phone (406) 652-5000

#### **BOISE**

3050 N. Lakeharbor Lane, Suite 201 Boise, ID 83703 Phone (208) 576-6646

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#### **SPOKANE**

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#### **Appendix D**

City-County Joint Commission Work Session

February 6, 2024

# City of Helena & Lewis and Clark County





#### City-County Joint Commission Meeting

February 6, 2024

Stephanie Beckert, PE (Great West Engineering)
Matt Evans, PE (Burns & McDonnell)





#### **Tasks Completed**

- » Site Tours of all facilities
- » Communications Plan
- » Public Survey
- » System Evaluation (75% complete)
  - » Capital Infrastructure Improvements and Additions
  - » System-Wide Evaluations
    - » Curbside Recycling City of Helena
    - » Additional Drop Sites County
    - » Increase Green Waste Diversion
    - » Evaluate Food Waste Diversion



#### **Capital Infrastructure Options**

**New Transfer Station** 

- New Location
- •Extra room for expansion
- •All operations in one location
- •Better traffic throughput

**Upgrades to Transfer Station** 

- •Move truck storage to the existing location
- Space for recycling compacting facility
- •Better traffic management and throughput incorporation of additional scales
- •Z-walls to separate and designate Class II and Class IV wastes as well as recycling diversion

New Recycling Consolidation Facility

- •On a different property
- •In conjunction with curbside recycling

Additional Container Sites
Throughout the County

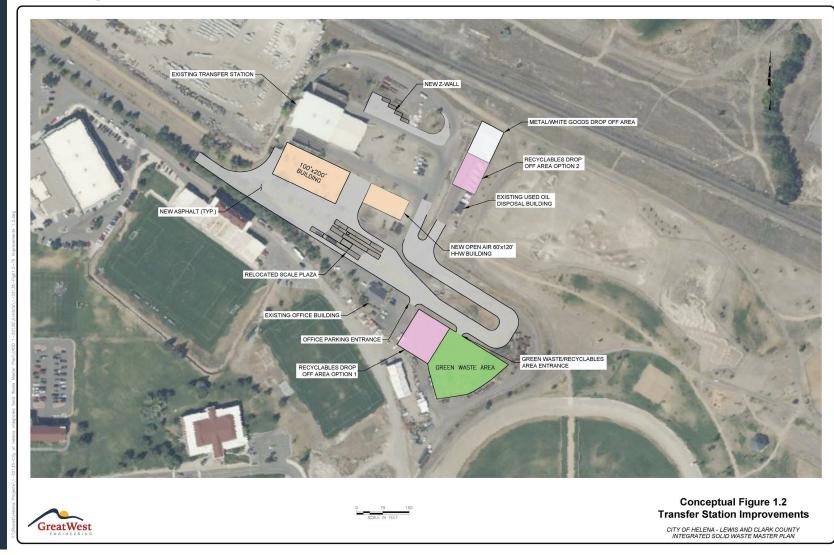
- •Reduce traffic to Transfer Station
- Allow more opportunities for diversion for County residents

Upgrade County Compost Facility

- •Enhance green waste collection
- Complete composting quicker
- •Opportunities to provide more compost for purchase

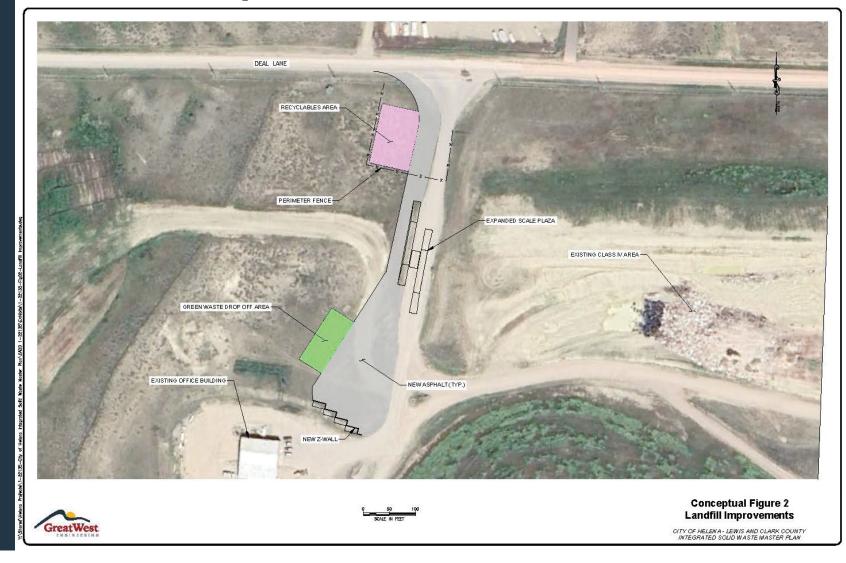


#### **Upgrades to Transfer Station – Option**





#### **Landfill Improvements**





#### Recycling and Green Waste Options

- » City Universal Curbside Recycling
- » Added County Collection Sites
- » City Subscription or Universal Green Waste

**Option:** 

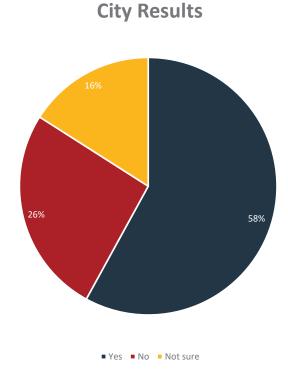
Universal Curbside Recycling

City of Helena

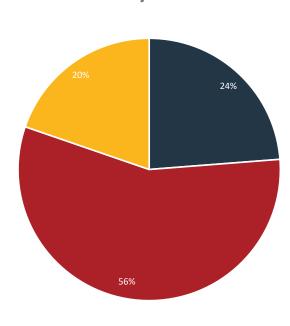


#### Q12: Would you be interested in universal curbside recycling?





Total Number of Responses: 407



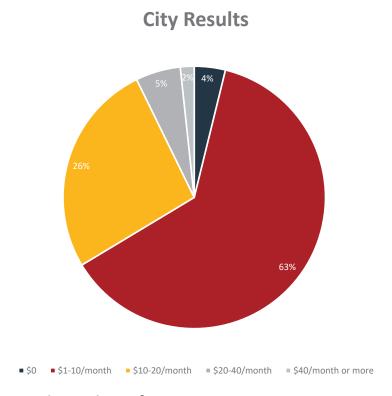
■ Yes ■ No ■ Not sure

**County Results** 

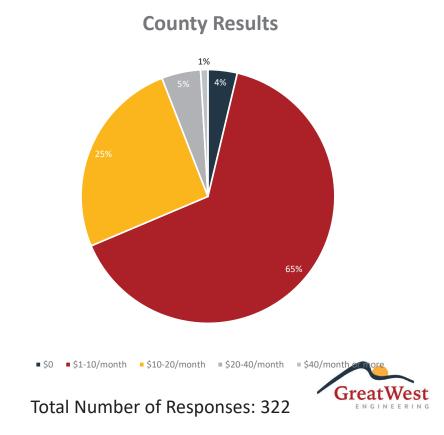
Total Number of Responses: 1359



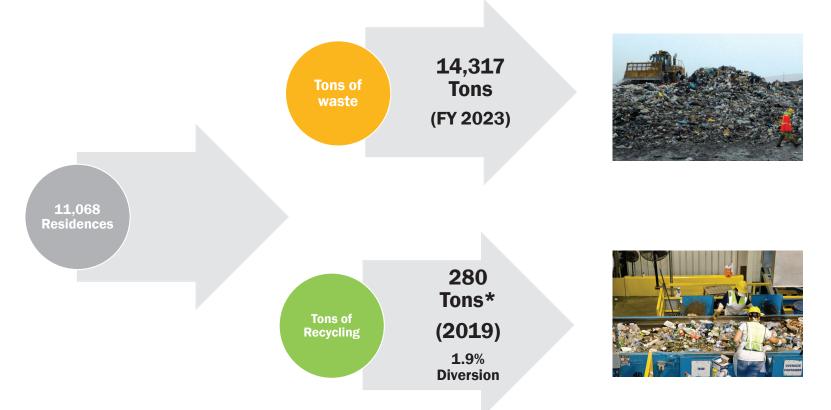
### Q13: If you answered YES, how much would you be willing to spend on this service per month?



Total Number of Responses: 235



#### **Current** Subscription Based Curbside Recycling—City of Helena



<sup>\*280</sup> tons collected from the existing curbside program. A total of 1,192 tons are collected from existing curbside collection and at the transfer station.

#### **Universal** Curbside Recycling—City of Helena

Tons of waste

**12,808 Tons**(FY 2023)



11,068 Residences

> Projected Tons of Recycling

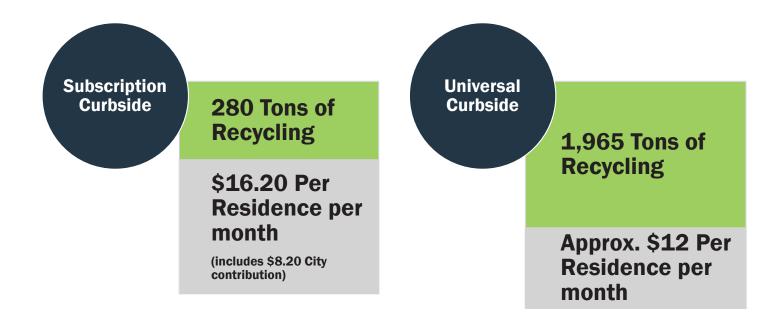
**1**,965\* Tons

13.3% Diversion



<sup>\*</sup>Estimated Data from City of Helena Strategic Plan for Waste Reduction

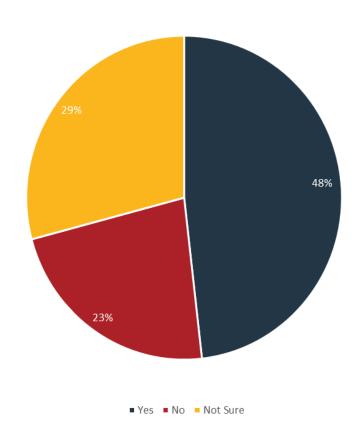
#### Subscription vs. Universal – City of Helena





# Option: Two Additional County Recycling Drop-off Sites

#### **County Results**



Q10: Would you like to see more waste diversion (recycling, composting, re-use) opportunities?

Option:
Add Green
Waste
Collection
(City)



#### **Updated Schedule**

	Mar 2024	April 2024	May 2024	June 2024	July 2024
Public Meeting					
Public Comment Period					
Draft Report					
Final Report/Present to Public					



#### Water/Wastewater = Transportation = Grant Services = Solid Waste = Structural = Bridges = Natural Resources = Planning

#### **BILLINGS**

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#### **SPOKANE**

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#### **Appendix E**

**Public Meeting** 

April 10, 2024

#### City of Helena & Lewis and Clark County Integrated Solid Waste Master Plan





**Public Meeting** 

April 10, 2024

Stephanie Beckert, PE (Great West Engineering)

Matt Evans, PE (Burns & McDonnell)





#### **Tasks Completed**

- » Site Tours of all facilities
- » Communications Plan
- » Public Survey
- » System Evaluation (75% complete)
  - » Capital Infrastructure Improvements and Additions
  - » System-Wide Evaluations
    - » Curbside Recycling City of Helena
    - » Additional Drop Sites County
    - » Increase Yard Waste Diversion



#### **Capital Infrastructure Options**

#### New Transfer Station

- New Location
- Extra room for expansion
- All operations in one location
- Better traffic throughput
- Very expensive option 4.5x the cost of upgrades to the transfer station

#### Upgrades to Transfer Station

- Move truck storage to the existing location
- Space for recycling compacting facility
- Better traffic management and throughput incorporation of additional scales
- Z-walls to separate and designate Class II and Class IV wastes as well as recycling diversion
- More affordable and still effective for the needs of the community



#### **Capital Infrastructure Options**

# New Recycling Consolidation Facility

- On a different property
- In conjunction with curbside recycling

# Additional Container Sites Throughout the County

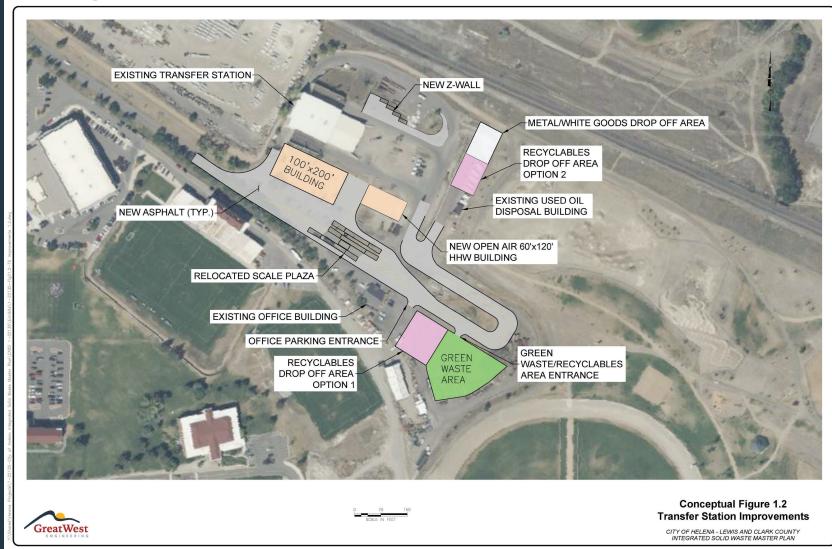
- Reduce traffic to Transfer Station
- Allow more opportunities for diversion for County residents

#### **Upgrade County Compost Facility**

- Enhance yard waste collection
- Complete composting quicker
- Increase opportunities to provide additional compost for purchase

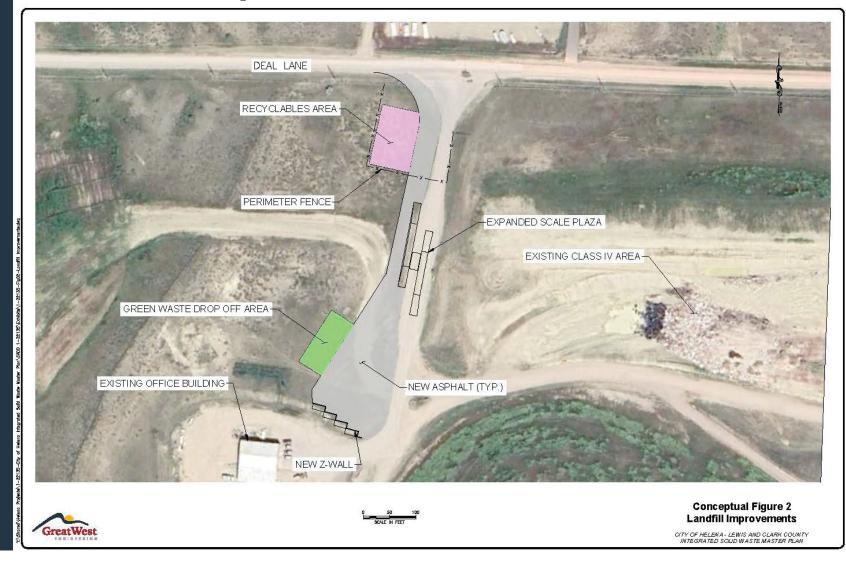


#### **Upgrades to Transfer Station – Option**





#### **Landfill Improvements**





#### Recycling and Yard Waste Options

- » City Universal Curbside Recycling
- » Added County Collection Sites
- » City Subscription or Universal Curbside Yard Waste

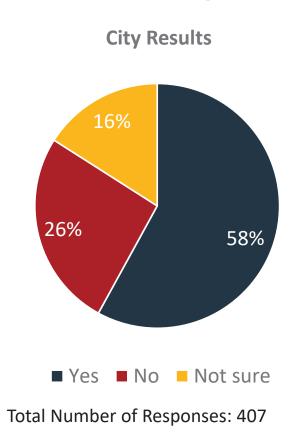
**Option:** 

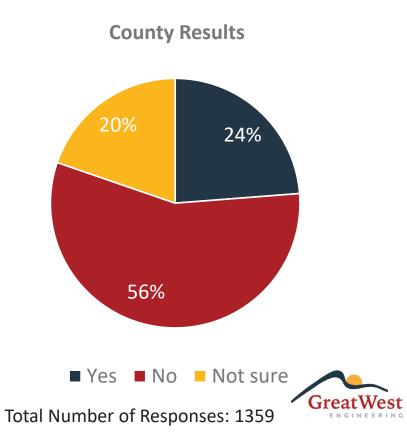
Universal Curbside Recycling

City of Helena

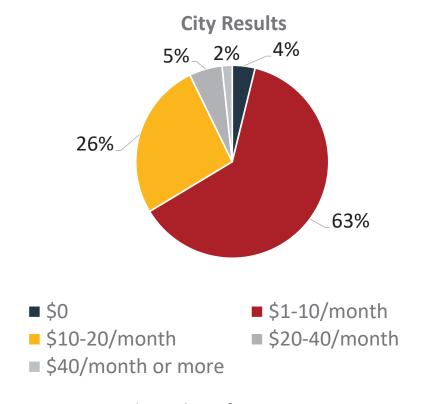


# Q12: Would you be interested in universal curbside recycling?

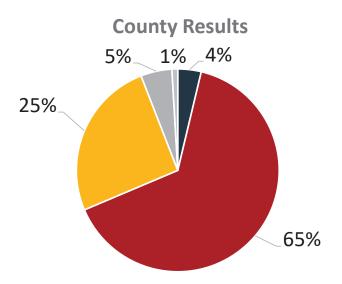




# Q13: If you answered YES, how much would you be willing to spend on this service per month?



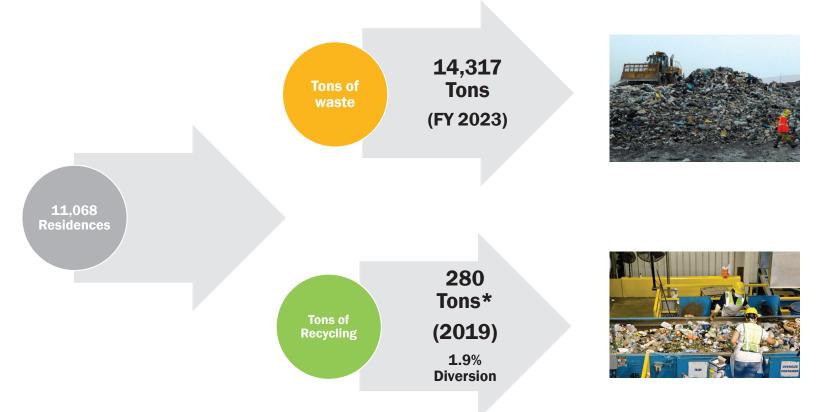




Total Number of Responses: 322



# **Current** Subscription Based Curbside Recycling—City of Helena



<sup>\*280</sup> tons collected from the existing curbside program. A total of 1,192 tons are collected from existing curbside collection and at the transfer station.

# **Universal** Curbside Recycling—City of Helena



11,068 Residences

> Projected Tons of Recycling

**1,965\* Tons** 

13.3% Diversion



<sup>\*</sup>Estimated Data from City of Helena Strategic Plan for Waste Reduction

# Single Stream Recycling – City of Helena



### Materials accepted:

Plastic bottles & jugs

Aluminum & tin cans

Paper

**Boxes** 



### **Materials prohibited:**

Glass bottles – currently only collected at the transfer station

**Cartons** 

Plastic cups & containers



# Single Stream Recycling – City of Helena

- Challenges and Other Considerations:
  - Does not include recycling collection for apartments and commercial businesses
  - Collection of new carts may be challenging in some areas of the City (e.g., tight alleyways)
  - Mixed recyclables reduces the market value of the collected recyclables due to contamination
  - Robust education program is necessary to reduce waste and prohibited materials going into the recycling carts

# Single Stream Recycling – City of Helena

### Pros:

- Increase participation in recycling
- Increase diversion
- Single stream was identified in the Strategic Plan for Waste Diversion as the optimum recycling method for curbside collection
- More convenient to the resident
- Operational efficiency



# Subscription vs. Universal – City of Helena

Subscription Curbside Source-Separated

280 Tons of Recycling

\$16.20 Per Residence per month\*

Universal Curbside Single Stream

1,965 Tons of Recycling

Approx. \$11-14
Per Residence
per month\*\*

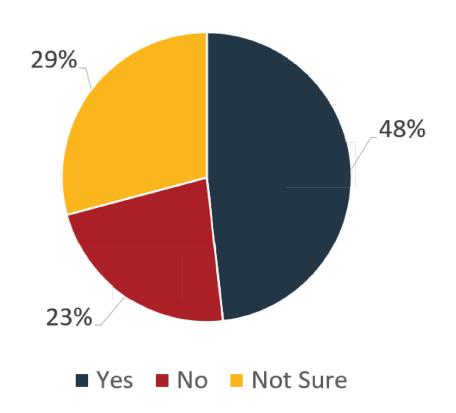


<sup>\*</sup>Includes \$8.20 City contribution.

<sup>\*\*</sup>For comparison purposes, garbage collection currently costs approximately \$16/month per residence. Curbside recycling would be in addition to solid waste rate (new total residential cost would be \$27-30 per month.

# Option: Two Additional County Dropoff Sites

### **County Results**



Q10: Would you like to see more waste diversion (recycling, composting, re-use) opportunities?

# Two Additional County Drop-off Sites

Two additional drop-off sites for recyclables, yard waste and solid waste.

Drop-off sites would have a scale and operator for solid waste management.

Solid waste and yard waste areas separated from recyclables.

Recycling area open 24 hours a day, similar to existing recycling drop-off sites.







# Yard Waste Collection – City of Helena

	,		
Universal Yard Waste Collection	\$10 - \$15 per month charged yearlong		
	Leaves, grass clippings, and sticks less than 3-inches in diameter		
	All waste must go in the cart		
	Every other week collection		
	April to November collection		
	Upgrades to the composting facility at the landfill		
Subscription Yard Waste Collection	\$15 per month charged yearlong		
	Cost will depend on the number of households that sign up for the program		

# Yard Waste Collection – County



Yard waste drop-off at the additional drop-off sites



Yard waste collected from the drop-off sites by the County and hauled to the landfill for composting



Requires upgrades to the composting operation at the landfill



# Findings and Recommendations Capital Infrastructure



### **Upgrades to the transfer station**

Increase throughput with additional scales

Reduce traffic congestion by increasing queuing lengths – the public wanted better traffic control

Additional drop-off areas for convenience – Z-walls

Upgrade yard waste area

Recycling consolidation building

Truck storage to reduce mileage on collection trucks



# Findings and Recommendations Capital Infrastructure



Additional disposal locations for residents outside the City
Reduce traffic at the transfer station
Additional recycling opportunities
Reduce yard waste at the transfer station



# Findings and Recommendations Capital Infrastructure



### **Upgrades to the County composting operation**

Decrease compost processing time – increase the amount of yard waste that can be processed

Provide a higher quality product for additional retail sale to the community

Would be needed if a yard waste collection system was implemented in the City



# Findings and Recommendations Capital Infrastructure



### New recycling consolidation building

Potential project in the future

May need this building dependent on a curbside collection program



# Findings and Recommendations Capital Infrastructure



### Do not relocate the existing transfer station

**Land acquisition** 

Public input – the survey showed the public was very happy with the current system

Cost



# Findings and Recommendations Waste Diversion

- Universal curbside collection (City of Helena)
  - Single-stream recycling
    - Convenient for resident
    - Increase participation
    - Increase diversion
    - Challenging to collect in some neighborhoods
    - Anticipated monthly cost is greater than the amount survey responses indicated residents would be willing to pay. Continue evaluating curbside recycling.



# Findings and Recommendations Waste Diversion

- Yard Waste Collection (City of Helena)
  - Begin with a subscription-based curbside collection service to determine the desire of residents for collection program
- Waste Diversion (County)
  - Construct two new drop-off sites to increase diversion opportunities



# Findings and Recommendations Efficiencies

- Evaluation of waste disposal per capita
- Evaluation of permit system
- Evaluation of the collection system
- Landfill efficiencies
- Request customer base information from private companies in the Scratchgravel District for waste tracking
- Continue to increase public education and outreach for waste diversion
- Implement a method for residents to track their allotted permit amount used

# What's Next?

We need your input on the information presented.



Draft Integrated Solid Waste Management Plan



The Draft Plan will be available for public input in June 2024.



The Plan will be finalized in July 2024 after public comment.

### What's Next

### **PRESENTATION**



THE PLAN WILL BE
PRESENTED TO BOTH THE
CITY AND COUNTY
COMMISSIONS.

### **IMPLEMENTATION/SCHEDULE**



OVER TIME, THE RECOMMENDATIONS
WILL BE EVALUATED FOR WHICH
PORTIONS OF THE PLAN WILL BE
IMPLEMENTED AND THE SCHEDULE OF
IMPLEMENTATION.

### **RATES**



A RATE ANALYSIS WILL BE COMPLETED TO DETERMINE HOW THE PROJECTS OR PROGRAMS WILL BE PAID FOR.

# Who Will Perform the Services?



CITY



COUNTY

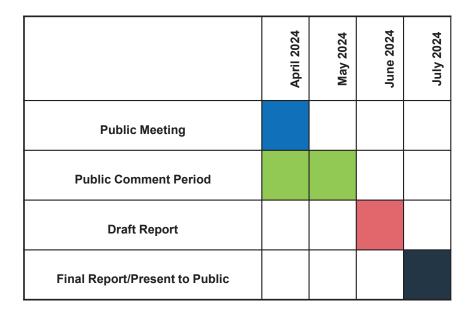


PRIVATE COMPANIES



PLACE FOR EVERYONE

# **Updated Schedule**





## Water/Wastewater • Transportation • Grant Services • Solid Waste • Structural • Bridges • Natural Resources • Planning

#### **BILLINGS**

6780 Trade Center Avenue Billings, MT 59101 Phone (406) 652-5000

### **BOISE**

3050 N. Lakeharbor Lane, Suite 201 Boise, ID 83703 Phone (208) 576-6646

#### **GREAT FALLS**

702 2nd Street South #2 Great Falls, MT 59405 Phone (406) 952-1109

#### **HELENA**

2501 Belt View Drive Helena, MT 59604 Phone (406) 449-8627 Fax (406) 449-8631

#### **SPOKANE**

9221 N. Division St., Suite F Spokane, WA 99218 Phone (509) 413-1430



#### City of Helena, Montana

January 27, 2024

**To:** Mayor Collins and the Helena City Commission

From: City Attorney Rebecca Dockter

Deputy City Attorney Matthew Petesch

**Subject:** Consider passing a resolution of intention authorizing the City to

quitclaim the property legally described below to the Helena Regional Airport Authority ("Airport Authority") upon final approval of the City

Commission.

Present Situation: The City owns approximately 12.78 acres that is located generally between Airport Board and the Burlington Northern Boilroad. The Airport

between Airport Road and the Burlington Northern Railroad. The Airport Authority desires to acquire the property to develop it for commercial

purposes.

more or less.

**Background Information:** The property, labeled Montana State Highway Department Sand Pit on

the attached Certificate of Survey No. 293056 and legally described below, was a former sand and gravel pit. The property is unusable for the City. City department leaders have been consulted and they have identified no present or foreseeable use for the property. The Airport Authority, which is a political subdivision created by the City of Helena and Lewis and Clark County, would like to acquire the property from the

City so that the property may be developed for commercial purposes.

The property is legally described as:

Commencing at the south quarter corner of said Section 27, thence North 0°24'40" West, along the north-south mid-section line, a distance of 2673.5 feet to the mid-section corner; thence North 54°20'40" West, a distance of 52.68 feet to the TRUE POINT OF BEGINNING; thence North 48°36'50" East, a distance of 500.55 feet to a point; thence North 48°09'40" West, a distance of 315.92 feet to a point; thence North 39°06'20" East, a distance of 455.51 feet to a point; thence North 78°56'10" West, a distance of 375.0 feet to a point; thence South 39°06'20" West, a distance of 1225.0 feet to a point which is 15 feet distant northeasterly when measured at right angles from the northeasterly right-of-way line of the Burlington Northern, Inc.; thence South 78°56'10" East, parallel to and 15 feet distant northeasterly when measured at right angles from said right-of-way line, a distance of 375.0 feet to a point; thence North 39°06'20" East, a distance of 146.39 feet to a point; thence South 77°03'10" East, a distance of 259.47 feet to the TRUE POINT OF BEGINNING.

The tract of land herein described contains an area of 12.78 acres,

NOTE REFERENCE: Book 278, Page 860-862.

Recommend passing a resolution of intention authorizing the City to Proposal/Objective:

quitclaim the property with the legal description listed in this

memorandum and in the resolution of intention.

Advantage: Enables the Airport Authority to utilize property that is otherwise

unusable for the City.

**Notable Energy Impact:** N/A

**Disadvantage:** N/A

N/A **Notice of Public Hearing:** 

**Staff Recommendation/** Recommend passing a resolution of intention authorizing the City to

quitclaim the property with the legal description listed in this memorandum and in the resolution of intention. **Recommended Motion:** 

RESOLUTION	NO.	

### A RESOLUTION OF INTENTION TO QUITCLAIM 12.78 ACRES OF UNUSED CITY PROPERTY LOCATED IN THE CITY OF HELENA, MONTANA

WHEREAS, Section 7-8-101 of the Montana Code Annotated provides "A city or town, upon first passing a resolution of intent to do so and upon giving notice of the intent by publication as provided in 7-1-4127 [MCA], may sell or trade to any county or political subdivision, as the interests of its inhabitants require, any property, however held or acquired, that is not necessary for the conduct of the city or town business without an ordinance, public notice, public auction, bids, or appraisal";

WHEREAS, the Helena Regional Airport Authority ("Airport") is a political subdivision;

WHEREAS, the City of Helena ("City") owns the parcel of real
property described below:

Commencing at the south quarter corner of said Section 27, thence North 0°24′40″ West, along the north-south mid-section line, a distance of 2673.5 feet to the mid-section corner; thence North 54°20′40″ West, a distance of 52.68 feet to the TRUE POINT OF BEGINNING; thence North 48°36′50″ East, a distance of 500.55 feet to a point; thence North 48°09′40″ West, a distance of 315.92 feet to a point; thence North

Resol.

39°06'20" East, a distance of 455.51 feet to a point; thence North 78°56'10" West, a distance of 375.0 feet to a point; thence South 39°06'20" West, a distance of 1225.0 feet to a point which is 15 feet distant northeasterly when measured at right angles from the northeasterly right-of-way line of the Burlington Northern, Inc.; thence South 78°56'10" East, parallel to and 15 feet distant northeasterly when measured at right angles from said right-of-way line, a distance of 375.0 feet to a point; thence North 39°06'20" East, a distance of 146.39 feet to a point; thence South 77°03'10" East, a distance of 259.47 feet to the TRUE POINT OF BEGINNING.

The tract of land herein described contains an area of 12.78 acres, more or less.

NOTE REFERENCE: Book 278, Page 860-862.

WHEREAS, the City of Helena has no present or foreseeable use
for the property;

WHEREAS, the Airport Authority desires to acquire the property from the City for the purpose of developing the Property;

WHEREAS, it appears to be in the best interests of the City and the inhabitants thereof that the City quitclaim the property to the Airport Authority.

Resol.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY
OF HELENA, MONTANA, AS FOLLOWS:

Section 1. It is the intention of the Helena City Commission to quitclaim the property to the Airport Authority.

**Section 2.** The transfer of the property is conditioned upon final City Commission approval after compliance with Section 7-8-101 of the Montana Code Annotated.

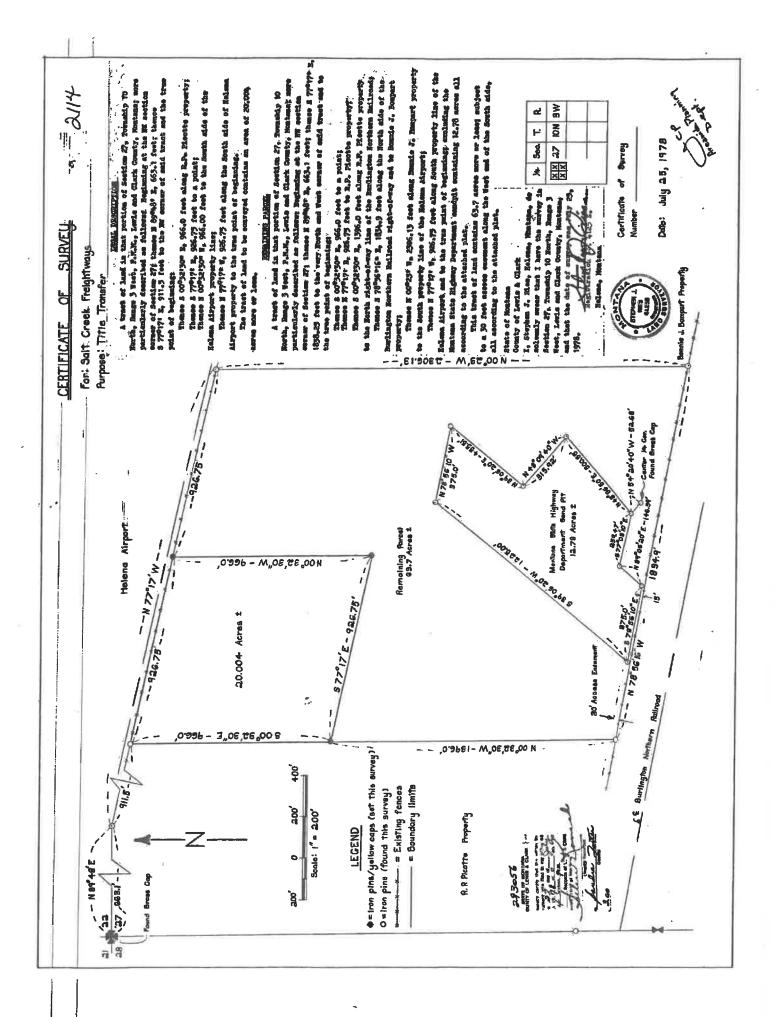
**Section 3.** The City Manager, or his designee, shall publish notice of this Resolution of Intention pursuant to Section 7-8-101 of the Montana Code Annotated.

Section 4. A hearing on this Resolution of Intention will be held on the 24<sup>th</sup> day of February, 2025, in Commission Chambers Room 330 and via Zoom Meeting at webinar https://events.zoom.us/eo/Al1ZCvnlgrYyzl9-

Xnioh5QsUq\_84Re2DE14SZtHAJPJLSrJGauH~AggLXsr32QYFjq8BlYLZ5I06Dg, at 6:00 P.M., at which time the Commission will hear objections to the final adoption of this resolution.

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS  $10^{\rm th}$  DAY OF FEBRUARY, 2025.

			Resol.
		MAYOR	
ATTEST:			
T.ERK OF THE	COMMITTALIA		



#### City of Helena, Montana

01/27/2025

To: Honorable Mayor Collins and City Commissioners

From: Tim Burton, City Manager

Chris Brink, Community Development Director

Michael Alvarez, Planner II

**Subject:** Consider an ordinance that changes the zoning in The Peaks Phase 1,

MVM from R-U to R-4 [War Eagle St]

**Present Situation:** The properties at the Peaks Phase 1 of the Crossroads at Mountain

View Meadows are currently vacant and are zoned R-U (residential-urban), B-2 (commercial) and R-2 (residential). The applicant/ property owner is requesting a zone change to the R-4 (residential-office) zone

type.

**Background Information:** The area was originally pre-zoned and platted in 2012. In early 2024 the

plat was altered to better meet current market demands. The current areas zoned no longer match the plat with two of the properties having more than one zone type cutting across them. The southern of those two properties currently has a portion that is zoned R-2 (residential) and the northern of those two properties currently has a portion that is zoned B-2 (commercial). These remnants from the previous plat should be cleaned

up with this application for zone change.

This area was originally envisioned as having more lots with R-2 (residential) zoning. The area's change to R-U (residential-urban) zoning

was driven by the envisioned unit type (duplexes), and density. R-U (residential-urban) zoning lends itself to duplex and town-home style development. However, the change in the plat in the area from many individual lots to fewer lots with condominiums meant R-U (residential-urban) zoning was no longer appropriate. Residence, multiple dwelling-units (3 or more) is not a permitted use in the R-U (residential-urban)

zone type. A change to R-4 (residential-office) would allow the

envisioned residential development.

Proposal/Objective: The applicant, Mountain View Meadows, LLC, is requesting the following

Zone Change, from R-U (residential-urban) to R-4 (residential) for the properties legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark

County, Montana.

Advantage: R-U is not appropriate for the size and shape of the 3 tracts. The R-U

zoning district would limit the maximum number of units that could be built on these tracts to 6. R-3 and R-4 zoning districts permit the multiple-dwelling unit (for instance multiple duplex condos) that better

could better fill the tracts with housing.

**Notable Energy Impact:** The efficiency of dwelling units and their energy impact is dictated by

building code.

**Disadvantage:** There is no disadvantage to removing R-U from these tracts. The city

has a preference for R-3 to limit the impacts of traffic concerns in the

area. The requested zone change should be amended to capture the R-2 and B-2 zoning designations on portions of the property.

Quasi-Judicial Item: True

Notice of Public Hearing: True

Staff Recommendation/ Recommended Motion: Staff recommends <u>Approval</u> of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena

Changes the zoning district from R-U (residential-urban) to <u>R-3</u> (<u>residential</u>) for the property legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14;

changes the zoning district from B-2 (commercial) to R-3 (residential) for that portion of Lot 1 Block 21;

and changes the zoning district from R-2 (residential) to R-3 (residential) for that portion of Lot 5 of Block 26;

of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

# **STAFF REPORT**

# Mountain View Meadows

The Peaks Phase 1 of the Crossroads at Mountain View Meadows – War Eagle St

# Zone Change from R-U to R-4

Case# ZONC2411-0003

Michael Alvarez *Planner II* 

Community Development Department 316 North Park Avenue, Room 402 Helena, Montana 59623





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## **Section 1 - Project Overview**

The applicant, Mountain View Meadows, LLC, is requesting the following Zone Change, from R-U (residential-urban) to R-4 (residential) for the properties legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

The applicant's preference is for R-4 (residential-office) in order to best match the surrounding zoning and uses in the immediate vicinity. However, after conversations with city staff, the applicant has stated in writing that they would be comfortable moving forward with a zone change to R-3 (residential). City staff has concerns about the potential traffic implication of R-4 (residential-office) zoning that would be lessened with R-3 (residential) zoning (outlined in more detail in the transportation section of this report). The current development plans for the three parcels would not be impacted by either zone type.

There is a portion of Lot 1 of Block 21 of unknown specific size (<.5ac) that is zoned B-2 (commercial) and a portion of Lot 5 of Block 26 of unknown specific size (<.75ac) that is zoned R-2 (residential). Community Development Department staff recommends a change of those portions of the lots to the R-3 (residential) zoning district as well though the specific asks for changes from B-2 (commercial) or R-2 (residential) to R-3 (residential) is not made in the application. This was an unintentional omission.

These properties are in the Peaks Phase 1 of the Crossroads at Mountain View Meadows and are generally located along War Eagle St between Eloise Cobell St and Peaks Ave.

The subject properties currently have predominantly R-U (residential-urban) zoning. The subject properties have B-2 (commercial) zoning to the north (adjacent), R-U zoning to the west (adjacent), R-4 (residential-office) zoning to the east (adjacent), and R-2 (residential) zoning to the south that has a pending zone change to R-U (residential-urban) that has received a recommendation of approval from the Zoning Commission as of the writing of this staff report.

### **Section 2 - Staff Recommendation**

Move to recommend **Approval** of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that:

Changes the zoning district from R-U (residential-urban) to **R-3 (residential)** for the property legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14;

changes the zoning district from B-2 (commercial) to R-3 (residential) for that portion of Lot 1 Block 21;

and changes the zoning district from R-2 (residential) to R-3 (residential) for that portion of Lot 5 of Block 26;

of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

#### **Section 3 - General Information**

**Application Date**: November 01, 2024

**Public Hearing Dates:** Zoning Commission – January 14, 2025

City Commission - March 10, 2025 - Final Passage / Public Hearing

**Public Meeting Date:** City Commission – February 10, 2025 – First Passage

**Applicant**: Mountain View Meadows, LLC

ATTN: Mark Runkle 431 South Alice St Helena, MT 59601

**Authorized Representative:** Stahly Engineering & Associates

ATTN: Nicholas Heard 3530 Centennial Dr Helena, MT 59601

**Property Owner**: Same as applicant

**Legal Description**: Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14; of The

Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

**General location**: These properties are generally located along War Eagle St between

Eloise Cobell St and Peaks Ave

**Present Land Use:** Vacant

**Adjacent Land Uses**: North: B-2 (commercial)

South: R-2 (residential) pending zone change to R-U.

East: R-4 (residential-office)

West: R-U (residential urban) & R-U (County, urban-residential

mix)

**Tract/Property Size**: Approximately 8 acres

**2019 Growth Policy** 

Land Use Designation(s): Urban- This category includes predominantly moderate- to high-

density residential uses, and may include public uses such as schools, churches, and open lands such as parks and occasional commercial

01/03/2025 Page 221 of 371

uses that serve the immediate area or are relatively small and lowintensity. Within the County, this category includes areas closer to the City; areas with few development constraints; areas that may be currently developed or could be redeveloped at higher densities; and may include a variety of uses including commercial and light industrial.

Mixed Use– Places where people can work, live, and play and learn. These areas include a variety of complementary and integrated uses such as, but not limited to, all forms of residential; office; light industrial/manufacturing; retail, entertainment or public uses. Development is usually in a denser comprehensive pattern to achieve a unified, functional, efficient, and aesthetically appealing physical setting, and provides opportunities for connectivity, public transportation, and walkability. Mixed-use areas do not use the traditional segregation of uses.

#### **Section 4 - Public Process**

- A. Zone Change applications are filed with the Community Development Department, and any required fees must be paid upon submission of an application. The application will then be reviewed by City staff, per City Code Section 11-1-10.
- B. The Zoning Commission shall hold a public hearing and make a recommendation to the City Commission, per City Code Section 11-1-10.
- C. The City Commission shall pass an ordinance approving the zoning change, which is effective thirty (30) days after the passage of the ordinance. (Ord. 3097, 4-7-2008)

This review process as defined by Helena City Code allows for public comment, staff review, and vetting through city departments and appointed and elected boards or committees prior to approval. As part of this process, the Community Development Department sends the application materials to applicable departments for their review and comment. This leads to a full evaluation of potential impacts and helps determine how the proposed conditional use relates to the review criteria.

#### **Public Comment**

An integral part of the review process is the conducting of public hearings and the solicitation of public comment. Comments are welcome throughout the entire process including during the public hearings. As of January 03, 2025, there have been no comments received regarding the proposed rezoning. Any comments received during and after the hearing conducted by the Zoning Commission will be attached to this report and presented to the City Commission for their review and final decision.

#### **Section 5 - Evaluation**

The properties at the Peaks Phase 1 of the Crossroads at Mountain View Meadows are currently vacant and are primarily zoned R-U (residential). The applicant/ property owner is requesting a zone change to the R-4 (residential-office) zone type.

The area was originally pre-zoned and platted in 2012. Earlier this year (2024), the plat was altered to better meet current market demands. The current areas zoned no longer match the plat with two of the properties having more than one zone type cutting across them. The southern of those two properties currently has a portion that is zoned R-2 (residential) and the northern of those two properties currently has a portion that is zoned B-2 (commercial). These remnants from the previous plat should be cleaned up with this application for zone change.

This area was originally envisioned as having more lots with R-2 (residential) zoning. The area's change to R-U (residential-urban) zoning was driven by the envisioned unit type (duplexes), and density. R-U (residential-urban) zoning lends itself to duplex and town-home style development. However, the change in the plat in the area from many individual lots to fewer lots with condominiums meant R-U (residential-urban) zoning was no longer appropriate. Residence, multiple dwelling-units (3 or more) is not a permitted use in the R-U (residential-urban) zone type. A change to R-4 (residential-office) would allow the envisioned residential development.

R-4 (residential-office) allows for very a very similar set of uses to R-U (residential-urban). Both R-U (residential-urban) and R-4 (residential-office) have the possibility of allowing more intense, trafficgenerating uses along the street by right (such as a sit-down restaurant). The largest difference between the zone types is the lack of setbacks in R-U (residential-urban) zoning and allowing for the residence, multiple dwelling-units (3 or more) use in the R-4 (residential-office) zoning district.

The Future land use map designates this area as both "urban," and "mixed-use." a higher density residential area, with some flexibility to add low-intensity and complimentary additional uses. These zone types better reflect that intent statement than the overly limited R-2 (residential) and the overly permissive B-2 (commercial) zone types. R-4 (residential-office) zoning for the area is generally considered to be a better fit for the "mixed-use" future land use designation, and R-3 (residential) for the "urban" designation, but future land use map types are not zoning districts and there is sound reasoning for either zoning district to be used to promote those types of development.

76-2-304. Criteria and guidelines for zoning regulations.

- 1. Zoning regulations must be:
  - a. made in accordance with a growth policy; and
  - b. designed to:
    - i. secure safety from fire and other dangers;
    - ii. promote public health, public safety, and the general welfare; and

01/03/2025 Page 223 of 371

- iii. facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.
- 2. In the adoption of zoning regulations, the municipal governing body shall consider:
  - a. reasonable provision of adequate light and air;
  - b. the effect on motorized and nonmotorized transportation systems;
  - c. promotion of compatible urban growth;
  - d. the character of the district and its peculiar suitability for particular uses; and
  - e. conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.

#### **EVALUATION**

- 1. Zoning regulations must be:
  - a. Made in accordance with a growth policy;

The 2019 City of Helena Growth Policy designates this area as "urban" along the straight section of War Eagle. Urban is defined in part as predominantly "moderate- to high-density residential uses, and may include public uses such as schools, churches, and open lands, such as parks and occasional commercial uses that serve the immediate area or are relatively small and low-intensity." The curved section of War Eagle St is designated as "mixed use." Mixed use areas are generally considered to be places where people can live, work, and play all in the same area.

Future land use designations are not zone types, and a future land use designation should not necessarily exclude a zone type from an area without considering the merits of the specific project. In this case, there are positives and negatives to choosing either R-4 (residential-office) or R-3 (residential). R-4 (residential-office) would logically match the surrounding zoning for future development. Someone looking to modify a home into an office could do so along War Eagle to the south of the subject area (pending its zone change to R-U) and could also do so along the south side of Jeannette Ranking (the north side is zoned commercial). R-3 (residential) would better lock-in the residential nature of the area.

R-U (residential-urban) zoning doesn't fit the size of the subject properties and it would be impossible to meet the intended densities envisioned by the G2019 Growth Policy for the area if the zoning remains R-U (residential-urban).

The proposed zone change aligns with the following goals and objectives:

• [G.02] Support provision of housing that is safe, available, accessible, and affordable for all Helena residents.

- [G.10] Plan for and establish types and quantities of land uses in Helena supporting community needs, neighborhood centers, aesthetics and the City's long-term sustainability.
- [0.12] Promote and maintain development of a diverse housing stock, helping to:
  - o Minimize depletion of natural resources;
  - o Reduce land consumption and demands on the physical environment;
  - o Provide housing options for all residents;
  - o Optimize infrastructure use;
  - o Prepare Helena to meet emerging needs.
- [0.77] Apply or revise zoning designations with careful consideration of factors including:
  - o Future land use mapping;
  - Compatibility with surrounding land uses;
  - o Infrastructure and service plans;
  - Development of vacant and under-utilized buildings;
  - o Existing and future traffic patterns;
  - Goals and objectives of the growth policy, related master plan and/or facility plans.

#### b. Designed to:

i. Secure safety from fire and other dangers;

The subject property is within the City of Helena Urban Standards Boundary and is currently served by all City of Helena emergency services. The proposed zone change will not impact the levels of emergency services available in the surrounding area.

ii. Promote public health, public safety, and the general welfare;

Both R-4 (residential-office) and R-3 (residential) zoning would bring a setback for buildings that R-U (residential-urban) zoning doesn't currently have. This may improve sight lines for cars or pedestrians looking to cross the street.

iii. Facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.

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The properties are served by City of Helena streets, utilities, and public services. The proposed zone changes and any future uses' impacts on services were calculated at the time of annexation and/or final plat. There is no expectation that this re-zone would have significant impacts beyond what was anticipated at that time.

#### 2. In the adoption of zoning regulations, the municipal governing body shall consider:

#### a. Reasonable provision of adequate light and air;

The property is currently vacant. The reasonable provision of light and air will be maintained through the district dimensional standards of the R-U and R-4 zoning districts. A comparison table of the applicable districts is below:

	R-U (Residential- Urban)	R-1/R-2 (Residential)	R-3 (Residential)	R-4/R-0 (Residential- Office)
Lot area	No minimum	No minimum	No minimum	No minimum
Lot coverage	60% maximum Additional 5% for porch attached to front or side	40% maximum	40% maximum	60% maximum
Front lot line setback	No minimum	10' minimum	10' minimum	10' minimum
Rear lot line setback	No minimum	10' minimum	10' minimum	10' minimum
Side lot line setback	No minimum	8' minimum	6' minimum for each side yard	6' minimum
Height	42' maximum	30' maximum	36' maximum	42' maximum

#### b. The effect on motorized and nonmotorized transportation systems;

The Community Development Department uses a theoretical mix of potential uses and the ITE Trip Generation manual to calculate an estimate of the number of trips each zoning district will produce by size or number of parcels. The subject area contains 3 parcels covering approximately 8 acres in total. The current zoning of the area includes portions that are zoned B-2 (commercial) and R-2 (residential) that were ignored because of their small size and partial coverage of each property.

The 3 parcels evaluated with the current R-U (residential-urban) zoning are estimated to have a mix of 30% "Residence, Single Dwelling-Unit," and 60% "Residence, Two Dwelling-Units," and 10% restaurant. The total number of expected trips generated per day from those uses is 644.7.

A zone change to R-4 (residential-office) is estimated to have a mix of 40% "Residence, Single Dwelling-Unit," and 50% "Residence, multiple dwelling-units," and 10% restaurant. The total number of expected trips generated per day from those uses is 1,578.8.

A zone change to R-3 (residential) zoning is estimated to have a mix of 30% "Residence, Single Dwelling-Unit," and 40% "Residence, Two Dwelling-Units," and 30% "Residence, multiple dwelling-units." The total number of expected trips generated per day from those uses is 644.7.

A zone change to R-4 (residential-office) is estimated to have a mix of 40% "Residence, Single Dwelling-Unit," and 50% "Residence, multiple dwelling-units," and 10% restaurant. The total number of expected trips generated per day from those uses is 379.

War Eagle St was developed to the minimum standard of a collector street. A minor collector is designed with the intent of carrying 1,500-3,500 vehicles per day. After a zone change to R-U (residential-urban) and R-4 (residential-office) for the neighborhood to the south, that area is estimated to generate 3,685.1 trips per day. Note that War Eagle would not be expected to be travelled for all of those trips since Peaks Ave also empties out to Runkle Pkwy.

The 3 parcels evaluated with the current R-U (residential-urban) zoning are estimated to have a mix of 30% "Residence, Single Dwelling-Unit," and 60% "Residence, Two Dwelling-Units," and 10% restaurant. The total number of expected trips generated per day from those uses is 644.7.

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In the case of either R-3 (residential) or R-4 (residential-office) zoning, the intended development will include 20+ new driveways along War Eagle St.

The project will be required to install sidewalks throughout the area, per city standards, in any zoning configuration.

#### c. Promotion of compatible urban growth;

The 2019 City of Helena Growth Policy designates this area as urban and mixed-use, and the area would predominantly be bordered by R-U (residential-urban) and R-4 (residential-office) zone types. These zone types offer a significant overlap in allowable uses.

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The R-U (residential-urban) zoning district, however, restricts the total amount of units that a parcel may have and doesn't provide remedy through the Conditional Use Permitting process. The subject properties would need to be subdivided to match the density of the surrounding neighborhood.

The proposed R-4 (residential-office) zoning district allows for multiple dwelling-unit residences and would therefore allow the larger properties to match the densities of the surrounding smaller lot neighborhood. R-3 (residential) zoning would have the same effect on the parcels, however, would eliminate or only allow through the conditional use process, many of the potential uses available to properties in the surrounding neighborhood.

The trade-off between R-3 (residential) and R-4 (residential-office) in this portion of the neighborhood is that R-3 (residential) does a better job of capping the high-end estimates of tripgeneration. This would potentially keep War Eagle St more free-flowing.

#### d. The character of the district and its peculiar suitability for particular uses; and

The zoning change R-4 (residential-office) is in alignment with the other zoning in the area. This area has large areas of R-U and R-4 immediately adjacent.

R-3 (residential) zoning would be novel for the area, but is unlikely to create a notably different feel in character.

# e. Conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.

The proposed zone change to R-4 is a more appropriate use of land than R-U (residential-urban) because it will allow the subject properties to match the density of the surrounding neighborhood. R-3 (residential) would similarly accomplish this objective.

#### **Section 6 - Staff Recommendation**

The approval of this zone change is consistent with the goals and objectives of the 2019 Growth Policy and is consistent with all the Montana zoning criteria.

#### **Staff Recommendation:**

Move to recommend **Approval** of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that:

Changes the zoning district from R-U (residential-urban) to R-3 (residential) for the property legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14;

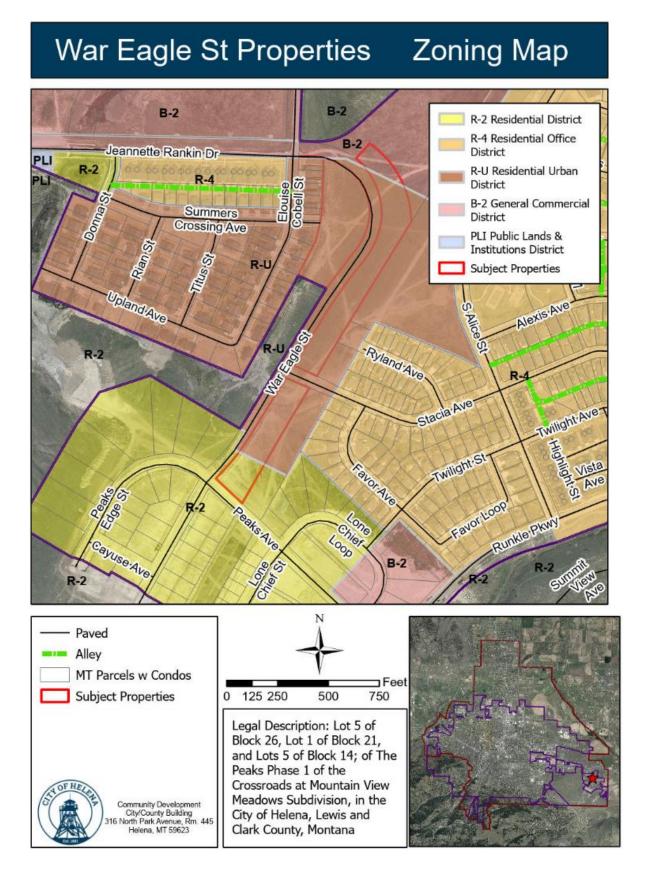
changes the zoning district from B-2 (commercial) to R-3 (residential) for that portion of Lot 1 Block 21;

and changes the zoning district from R-2 (residential) to R-3 (residential) for that portion of Lot 5 of Block 26;

of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

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## **Appendix A - Maps**



Page **03** Ø **03** Ø **27** 025

# **Appendix B - Comments**

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#### ORDINANCE NO. [XXXX]

AN ORDINANCE AMENDING CITY OF HELENA ORDINANCE NO. 3097 AND THE OFFICIAL ZONING MAP FOR THE CITY OF HELENA THAT:

CHANGES THE ZONING DISTRICT FROM R-U (RESIDENTIAL-URBAN) TO R-4 (RESIDENTIAL-OFFICE) FOR THE PROPERTY LEGALLY DESCRIBED AS LOT 5 OF BLOCK 26, LOT 1 OF BLOCK 21, AND LOTS 5 OF BLOCK 14, OF THE PEAKS PHASE 1 OF THE CROSSROADS AT MOUNTAIN VIEW MEADOWS SUBDIVISION, IN THE CITY OF HELENA, LEWIS AND CLARK COUNTY, MONTANA.

WHEREAS, Mountain View Meadows, LLC (ATTN: Mark Runkle), as owner of the following properties, has requested that the City of Helena pass an ordinance, pursuant to section 11-1-10 of the Helena City Code, to amend the following zoning designation:

From R-U (residential-urban) to R-4 (residential-office) for the property legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14, of the Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, montana;

WHEREAS, the heretofore listed properties are generally located along War Eagle St between Eloise Cobell St and Peaks Ave, are shown on Exhibit 1, which is hereby incorporated into this ordinance and made part thereof by this reference, as the outlined properties, and having R-U, B-2, and R-2 zoning districts;

WHEREAS, this zone change is in substantial compliance with

Ord. [XXXX]

the 2019 City of Helena Growth Policy and Future Land Use map;

WHEREAS, pursuant to Section 11-1-3 of the Helena City Code the official zoning map of the City of Helena must be amended to change the zoning designation for said property;

WHEREAS, a public hearing was held on January 14, 2025, before the Helena Zoning Commission concerning this zone change and amendment to the official zoning map;

WHEREAS, the Zoning Commission recommended an amendment and zone change that changes the zoning designation from R-U (residential-urban) to R-4 (residential-office) for the property legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14;

Changes the zoning district from B-2 (commercial) to R-4 (residential-office) for that portion of Lot 1 Block 21;

Changes the zoning district from R-2 (residential) to R-4 (residential-office) for that portion of Lot 5 of Block 26, of the Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, montana;

WHEREAS, a public hearing was held on March 10, 2025, before

Ord. [XXXX]

the Helena City Commission concerning this zone change and amendment to the official zoning map;

WHEREAS, this amendment and zone change appear to be in the best interests of the City of Helena, Montana, and inhabitants thereof; and

WHEREAS, in considering this amendment and zone change, the City of Helena has given due consideration to the matters set forth in \$ 76-2-304, MCA.

# NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA:

Section 1. City of Helena Ordinance No. 3097 is amended and the zoning designation for property legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana, generally located along War Eagle St between Eloise Cobell St and Peaks Ave, are shown on Exhibit 1, which is hereby incorporated into this ordinance and made part thereof by this reference, as the outlined properties, and having R-U, B-2, and R-2 zoning districts, is changed as follows:

Ord. [XXXX]

From R-U (residential-urban) to R-4 (residential-office) for the property legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14, of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

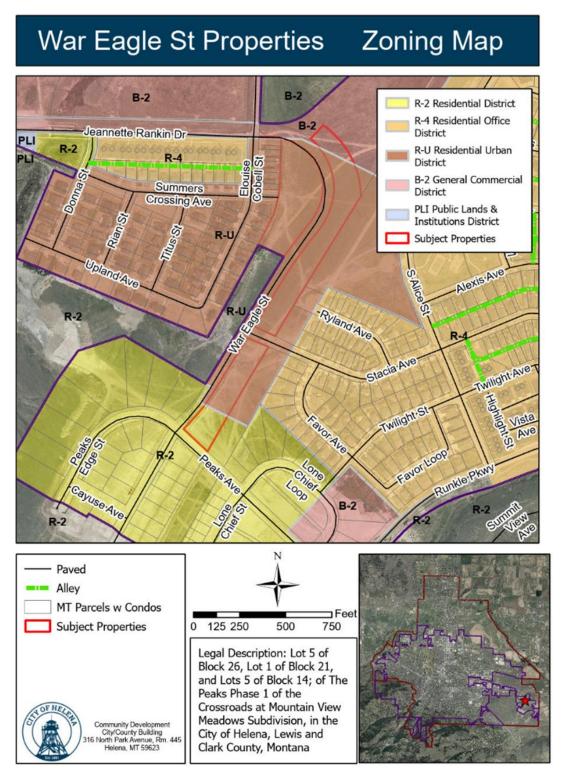
FIRST PASSED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA,
THIS 10TH DAY OF FEBRUARY, 2025

MAYOR
ATTEST:
CLERK OF THE COMMISSION
FINALLY PASSED BY THE COMMISSION OF THE CITY OF HELENA
MONTANA, 10TH DAY OF MARCH, 2025.
MAYOR
ATTEST:
<del></del>
CLERK OF THE COMMISSION
<b>A</b>

Ord. [XXXX]

Ord. [XXXX]

#### Exhibit 1:



Date received:

#### APPLICATION FEE: \$410.00 (PAYABLE TO THE CITY OF HELENA) ALL FEES ARE NON-REFUNDABLE

Application to the Helena Zoning Commission and City Commission for an amendment to the official Zoning Map. Such amendments re-classify property from one zoning district to another.

**PROPERTY OWNER:** Primary Contact? No

Name: Mountain View Meadows, LLC Primary Number: 406-431-7305

**ATTN: Mark Runkle** 

Address: 431 South Alice Street Other Phone: None

Helena, MT 59601

Email: markrunkle@hotmail.com

**APPLICANT** (If different from property owner): *Primary Contact?* No

Name: Same as owner Primary Number: Same as owner

Address: Same as owner Other Phone: Same as owner

Email: Same as owner Company: Same as owner

**AUTHORIZED REPRESENTATIVE:** Primary Contact? **Yes** 

Name: Stahly Engineering & Associates Primary Number: 406-442-8594

**ATTN: Greg Wirth, PE** 

Address: 3530 Centennial Drive Other Phone: None

Helena, MT 59601

Email: gwirth@seaeng.com

X Address of the Property: <u>Varies – Applies To Several Addresses</u>

Address City State Zip Code

X Legal Description (Lots, Block, & Subdivision, COS #, deed reference)

Lot 5 of Block 26, Lot 1 of Block 21, Lot 5 of Block 14 (COS 3424364) of The Peaks Phase 1

X Provide a current deed and plat/COS with the metes and bounds of the subject property

**Included in Application** 

- X Geocode 05-1888-35-3-13-01-0000
- X Current City Zoning District R-U (Residential Urban District)
- X Proposed Zoning District R-3 (Residential District)
- X Adjacent Zoning Districts North B-2

South - R-2 (Residential)

**East - R-4 (Residential Urban District)** 

West - Urban Residential Mixed Use (Lewis and Clark County) and R-4

(Residential Urban District)

- X Are there other related Land Use Applications being submitted: Yes No X
- X Submit proof of current paid taxes Included in Application

MIN DO NA

X Existing use on the property Vacant

I HEREBY CERTIFY AND ACKNOWLEDGE THE STATEMENTS IN THIS APPLICATION AND ANY ATTACHED INFORMATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signed:	Property Owner	Date: 12/12/2024
Applicant:	(If different from Owner)	Date:

#### **Review Criteria**

(A different zoning district may be recommended if it appropriately fits the review criteria)

Your application will be reviewed using Montana MCA Section 76-2-304, "Criteria and Guidelines for Zoning Regulations" stated below.

- (1) Zoning regulations must be:
  - (a) made in accordance with a growth policy; and
  - (b) designed to secure safety from fire and other dangers;
    - (ii) promote public health, public safety, and the general welfare; and
    - (iii) facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.
- (2) In the adoption of zoning regulations, the municipal governing body shall consider:
  - (a)reasonable provision of adequate light and air;
  - (b) the effect on motorized and nonmotorized transportation systems;
  - (c) promotion of compatible urban growth;

- (d) the character of the district and its peculiar suitability for particular uses; and
- (e) conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.

Per Section 11-1-10 of the Helena City Code, the Zoning Commission and the City Commission will hold public hearings, to give the public an opportunity to be heard upon the matter. The Zoning Commission will make a recommendation to the City Commission who will approve or deny the requested zoning. If approved, the zone change becomes effective 30 days after final pass of the zone change Ordinance.

To evaluate the requested zone change with the above criteria the following must be submitted with this application. Please provide all the information requested on additional sheets as an incomplete application may delay the review of your request.

Please Note: N/A is not an acceptable answer alone and requires an explanation if used.

X 1. Apply to the City on the appropriate forms and pay any required fees. The application must include the property owner's signature;

#### Signed application and fee provided

X 2. Describe how your proposal relates to the above zoning review criteria (attach additional sheets if necessary);

#### **Zoning Review Criteria Narrative Provided in Application**

X 3. Provide a statement why the proposed zone change should be approved;

Based on city interpretation the zone change to R-3 is proposed to permit two dwelling units since not allowed in R-U zoning.

X 4. Submit a traffic impact study for a proposed zoning district that is anticipated to generate more than two hundred (200) additional vehicle trips a day;

The zone change will not increase the planned density on the platted lots, thus the zoning district will not generate more than 200 vehicle trips per day.

Traffic studies were conducted and provided to the City during the infrastructure review for the Peaks in 2023 that found all intersections are functioning far under capacity and will continue to function under capacity with the full development of the Peaks. The traffic studies found the local intersections within Mountain View Meadows may see 1,000 to 2,000 vehicles per day with the intersection capacity of 5,000 to 8,000 vehicles per day.

Further, traffic counts were conducted in September 2024 and found the weekday traffic on Crossroads Parkway at 2,300 vehicles per day. As noted in the traffic study, the capacity of Crossroad Parkway is 18,000 to 20,000 vehicles per day.

5. Provide a vicinity map of the area showing the location of the property in relation to surrounding land and zoning in the immediate area, water and wastewater mains, other utilities, and city streets and pedestrian facilities (sidewalks, trails);

#### **Mapping provided in Application**

X 6. Submit a statement on how the proposed zoning conforms to the Helena Growth Policy and Land Use Map; include how the proposed zoning conforms with the area neighborhood plan if one has been adopted;

#### **See attached Zoning Review Criteria Narrative**

X 7. Statement indicating if the existing structures meets the proposed zoning dimensional standards requirements without the need for a variance;

#### There are no existing structures on the property

X 8. Statement indicating if the existing use on the subject property meets the proposed zoning permitted uses;

#### There is no existing use on the property

X 9. Historical uses, established use patterns, and recent changes and trends in the neighborhood.

The historical uses include residential use to the east and west. The development of the east and west has occurred within the last two decades. The land use on properties to the south are just starting to be developed.

IT IS RECOMMENDED THAT THE APPLICANT CONTACT NEIGHBORS TO INFORM THEM OF THIS PROPOSED ZONE CHANGE AND IDENTIFY ANY CONCERNS THAT THE APPLICANT MAY BE ABLE TO ADDRESS.

It is the policy of the City Commission not to act on a proposal if the applicant/ applicant's representative is not present at the commission meeting. City Planning Staff represents the City; staff cannot answer questions for the applicant.

Per 1-4-12 City Code, the taxes and assessments on the applicant's property, which is the subject of the proposed action, must be paid or payment of said taxes and assessments must be made a condition of final approval of said action by the City Commission, with the taxes and assessments to be paid within fourteen (14) days after final passage.

Date received:

Same as owner

#### APPLICATION FEE: \$410.00 (PAYABLE TO THE CITY OF HELENA) ALL FEES ARE NON-REFUNDABLE

Application to the Helena Zoning Commission and City Commission for an amendment to the official Zoning Map. Such amendments re-classify property from one zoning district to another.

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Email: markrunkle@hotmail.com

Same as owner

Address:

**APPLICANT** (If different from property owner): *Primary Contact?* No

Name: Same as owner Primary Number: Same as owner

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Other Phone:

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**Included in Application** 

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- X Current City Zoning District R-U (Residential Urban District)
- X Proposed Zoning District R-4 (Residential Office District)
- X Adjacent Zoning Districts North B-2

South - R-2 (Residential)

**East - R-4 (Residential Urban District)** 

West - Urban Residential Mixed Use (Lewis and Clark County) and R-4

(Residential Urban District)

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- X Submit proof of current paid taxes Included in Application

MIN DO NA

X Existing use on the property Vacant

I HEREBY CERTIFY AND ACKNOWLEDGE THE STATEMENTS IN THIS APPLICATION AND ANY ATTACHED INFORMATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signed:	Property Owner	Date: 10/30/2024
Applicant:	(If different from Owner)	Date:

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Your application will be reviewed using Montana MCA Section 76-2-304, "Criteria and Guidelines for Zoning Regulations" stated below.

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8. Statement indicating if the existing use on the subject property meets the proposed zoning permitted uses;

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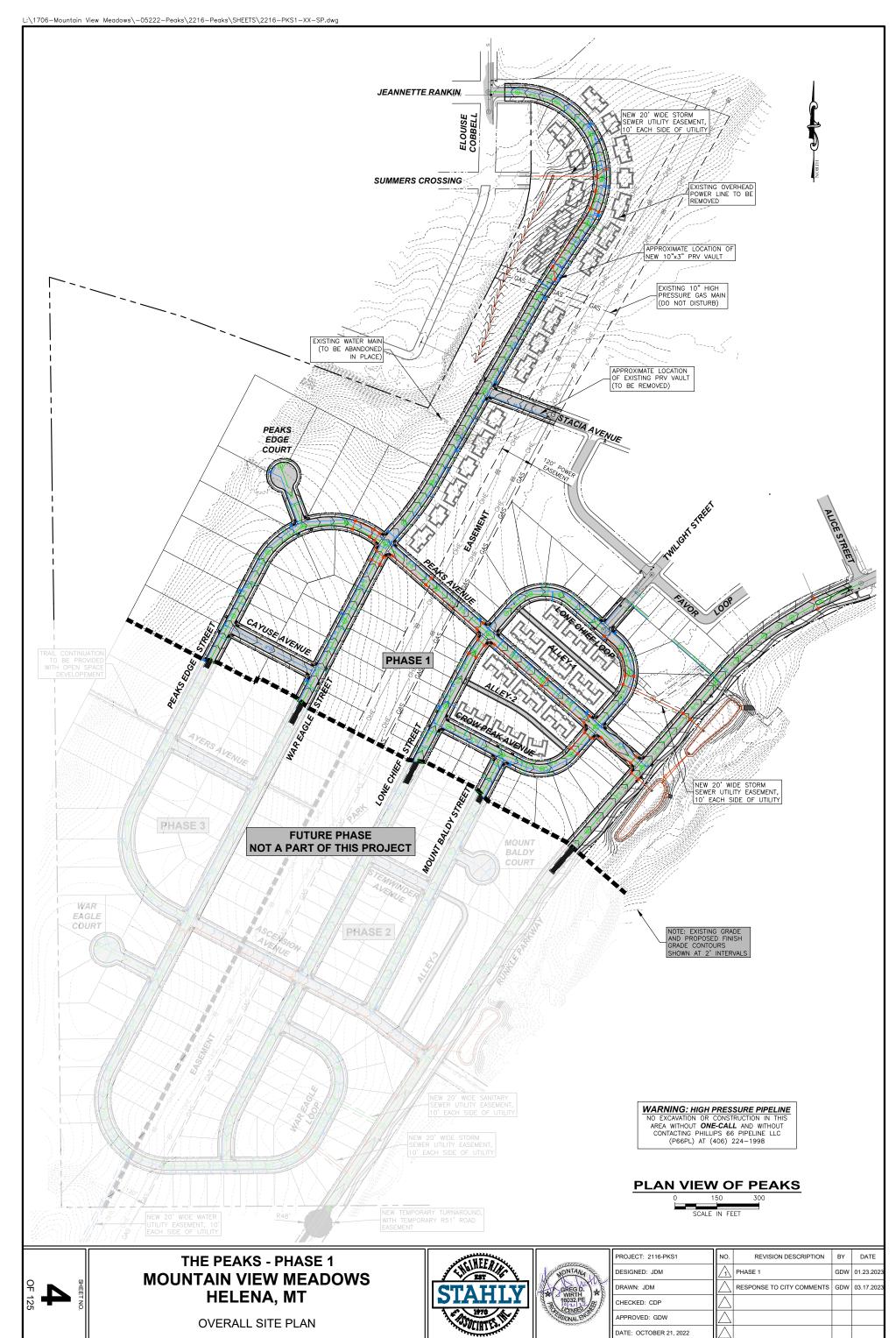
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# CITY OF HELENA Zoning Commission January 14, 2025 – 6:00 PM Meeting Minutes

#### **Recording Available Here**

#### **Members Present:**

Rebecca Harbage (Chair), Alyssa Sorenson, Mark Roylance, Mark Runde (Alternate)

#### **Members Absent:**

Nicole Anderson, Betsy Story

#### **Staff Present:**

Michael Alvarez, April Sparks

#### Call to Order and Roll Call

(0:00:45) Chair Harbage called the meeting to order, roll was taken, and a quorum was established.

#### **Approval of Minutes**

(0:01:37) Minutes from the December 10, 2024 meeting were approved unanimously.

#### **Election of Officers**

(0:01:41) The need for electing officers was announced. Chair Harbage nominated herself in the absence of any interest from other members. Ms. Sorenson seconded the nomination. The nomination was approved unanimously. Ms. Story was nominated for Vice-Chair. In her absence, and with no other nominations, the vote was tabled for that nomination.

#### **Regular Items**

#### Item 1

#### **Staff Presentation and Questions for Staff**

(0:05:28) Mr. Alvarez gave a presentation on the application for a proposed zone change from RU to R4 for the Peaks Phase 1 of the Crossroads at Mountain View



Meadows. No public comment had been received, although adjacent property owners called Mr. Alvarez with questions.

(0:20:23) Commission was given the opportunity to ask questions of staff. Mr. Alvarez was asked about the discrepancy in the request from the applicant and the staff recommended motion. Mr. Alvarez confirmed that the applicant's desire is for R4 zoning, but the staff recommendation is for R3. Mr. Alvarez was asked a question related to car trips and the B2 zoning district included in the recommendation. Mr. Alvarez clarified that there was only a small portion (less than half an acre) of the proposed area that is currently zoned B2 and the bulk of the area is zoned RU, and that the area is proposed for complete residential development. Mr. Alvarez was asked if other areas in this subdivision also zoned R4 had been built out to the extent that one would expect with the calculation of traffic at this level. Mr. Alvarez stated that the subdivision has been tracking under the city's estimates.

#### **Applicant Presentation and Questions for Applicant**

- (0:28:21)Greg Wirth spoke on behalf of the applicant and requested the recommendation for a zone change to R4 as they had previously requested. Mr. Wirth noted that while the proposed development would fit within an R3 district, there is a building permit provision which would limit driveway width to 30 feet which would then necessitate a variance in the future, which becomes a hardship, which brought them back to the R4 request which provides for the driveway width needed for the proposed condos to be developed. Mr. Wirth also noted that the hearing was noticed as an R4 zone change, R4 provides the upzoning that has been a preference of the Zoning Commission and the growth policy, R4 is in direct alignment with the adjacent zoning, and that R4 is appropriate outside of the concerns from Transportation Systems. Mr. Wirth then noted the adjacent R4 zones, and the meetings when that zoning has gone before both the Zoning and City Commissions. Mr. Wirth also gave information on the most recent traffic counts from their own traffic studies, before repeating the applicant's request for R4 zoning.
- (0:36:04) There were no questions for the applicant. Mr. Alvarez offered to create recommended language for a motion for R4 zoning.

#### **Public Comment**

**(0:36:54)** Public Comment was opened. There was no public comment.

#### **Commission Discussion**



(0:37:17) Commission discussion was opened. Ms. Sorenson stated that she has concerns about zone changes opening the door for development by right other than what is proposed, but did not want to see extra bureaucratic loopholes for an extra ten feet of driveway. Mr. Roylance stated that he felt R4 is consistent with the growth policy and what already exists.

#### Motion

- (0:39:43) Ms. Sorenson moved to recommend approval of an ordinance amending the City of Helena Ordinance number 3097 and the official zoning map for the City of Helena that changes the zoning district from RU to R4 residential for the property legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14; Changes the zoning district from B2 commercial to R4 residential for that portion of Lot 1 Block 21; And changes the zoning district from R2 to R4 residential for that portion of Lot 5 Block 36 of the Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana. Mr. Roylance seconded the motion.
- (0:40:43) Chair Harbage made some comments, echoing some of Ms. Sorenson's, but stating she would be in support of the motion. A voice vote was called, and the motion passed unanimously (4:0).

#### **General Public Comment**

(0:42:27) There was no public comment.

#### **Member Communications / Proposals for next Agenda**

(0:42:46) It was noted the next scheduled meeting is Tuesday, February 11, 2025, but that it would not be held. Staff noted no applications were received before the deadline for the March meeting, other than a Pre-Zone application attached to a Subdivision, which has yet to be scheduled for a meeting date. Commissioners asked about getting an update on the Land Use Plan process, and zoning code updates. Staff noted that the Director would be the person to give an update, and that any major updates to the zoning code would be completed after the Land Use Plan process was completed and this Commission would likely be dissolved at that point. Commissioners proposed holding a work session and proposed topics.

#### Adjournment

(0:59:08) The meeting was adjourned.

#### **Michael Alvarez**

From: Greg Wirth <gwirth@seaeng.com>
Sent: Thursday, December 12, 2024 10:57 AM

To: Michael Alvarez

Cc:Nick Heard; Mark Runkle; Rebecca RylandSubject:MVM - Peaks War Eagle Zone Change

Attachments: 2216-PKS1-12.12.24\_ZONE MAP WAR EAGLE.pdf; 1.1\_MVM\_Zone\_Change\_App\_R3.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Michael,

Thanks again for the presentation at the Zoning Commission this week.

Following our phone conversation this morning, attached is a revised application and map to request the zoning to be changed to R-3. We have reviewed the dimensional standards and the proposed condo development will conform with the R-3 requirements.

Please let us know if you need anything else for presentation to the Zoning Commission in January.

Thanks, appreciate your assistance.



Greg Wirth, P.E. Senior Engineer

Stahly Engineering & Associates, Inc 3530 Centennial Drive | Helena, MT 59601 Office: (406) 442-8594 | Direct: (406) 495-2298 Email: gwirth@seaeng.com

www.seaeng.com

#### **Michael Alvarez**

From: Greg Wirth < gwirth@seaeng.com>
Sent: Tuesday, January 14, 2025 10:48 AM

To: Michael Alvarez
Cc: Mark Runkle

**Subject:** War Eagle Plan Sheet

**Attachments:** 2216-PKS1-COH\_DEQ Approved Plan Set\_6-3-23\_Overall\_Site\_Plan.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

#### Hi Michael,

For use in sharing with the Zoning Commission this evening, attached is the Overall Site Plan from the construction plans showing the proposed condos adjacent to War Eagle Street. This illustrates the driveway widths and need for R-4 zoning as R-3 limits a driveway width to 30 feet. To avoid a variance request, MVM will be requesting the Zoning Commission to recommend a zone change to R-4.

Thanks and let us know if you have any questions.



Greg Wirth, P.E. Senior Engineer

Stahly Engineering & Associates, Inc
3530 Centennial Drive | Helena, MT 59601
Office: (406) 442-8594 | Direct: (406) 495-2298
Email: gwirth@seaeng.com

www.seaeng.com

# Independent Record

**AFFIDAVIT OF PUBLICATION** 

See Proof on Next Page

Helena Independent Record 2222 N. Washington St Helena, Montana 59602 (123) 456-7890

State of Florida, County of Orange, ss:

Laquansay Nickson Watkins, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Helena Independent Record, a newspaper of general circulation published that is a "legal newspaper" as that is published daily in the City of Helena, in the County of Lewis and Clark, State of Montana, and has charge of the Advertisements thereof.

If this certification is for the State of Montana, I hereby certify that I have read sec. 18-7-204 and 18-7-205 , MCA, and subsequent revisions, and declare that the price or rate charged the State of Montana for the publication for which claim is made in printed copy in the amount of \$48.00 , is not in excess of the minimum rate charged any other advertiser for publication of advertisement, set in the same size type and published for the same number of insertions, further certify that this claim is correct and just in all respects, and that payment or credit has not been received.

PUBLICATION DATES: December. 28 2024

NOTICE ID: bBFNKt41vty8SY7OJhLx

PUBLISHER ID: COL-MT-200819

NOTICE NAME: ZONE2411-0003 - MVM Peaks Phase 1 - War

Fagle

Publication Fee: \$48.00 Lagranary Vickson Warkins

(Signed)

**VERIFICATION** 

State of Florida County of Orange



Subscribed in my presence and sworn to before me on this: 12/30/2024

<u>W. 100</u>

Notary Public

Notarized remotely online using communication technology via Proof.

#### NOTICE OF PUBLIC HEARING

The Helena Zoning Commission will hold a public hearing on Tuesday, January 14, 2024, at 6pm in person in the Commission Chambers, Rm 330, 316 N Park Ave, and via the ZOOM platform. The meeting will serve to consider the following proposals:

Item 1:

To consider an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that: Changes the zoning district from R-U (residential-urban) to R-4 (residential-office) for the property legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

ADDRESS:

These properties are located in the Peaks Phase 1 of the Crossroads at Mountain View Meadows and is generally located along War Eagle St between Eloise Cobell St and Peaks Ave. This meeting can be accessed via the online meeting platform 700m at:

https://us06web.zoom.us/j/84192420079

Meeting ID: 841 9242 0079

Dial in at 1(346) 248-7799, or find your local number at: https://us06web.zoom.us/u/kxKzkEuiW

Public comment will be taken up to and at the above meeting. If you wish to submit written comments prior to the meeting please send them in via email to malvarez@helenamt.gov or mail to Michael Alvarez, Community Development Department, Room 445, 316 N. Park Ave, Helena MT, 59623. For any questions, please call 406-447-8459.

Rebecca Harbage Chair, City of Helena Zoning Commission

Persons with disabilities requiring accommodations to participate in the City's meetings, services, programs, or activities should contact the City's ADA Coordinator, Ellie Ray, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following: Phone: (406) 447- 8490; TTY Relay Service 1-800-253-4091 or 711; Email: Citycommunitydevelopment@helenamt.gov; Mailing Address & Physical Location: 316 North Park, Avenue, Room 445, Helena, MT 59623.

December 28, 2024 COL-MT-200819 MNAXLP



#### Michael Alvarez, Planner II **Community Development Department** 316 North Park Avenue, Room 445

Helena, MT 59623

Phone: 406-447-8459 Fax: 406-447-8460

Email: malvarez@helenamt.gov

helenam

**TO WHOM IT MAY CONCERN:** A land use change is being proposed in your area. Please review the enclosed description, and vicinity map. You may respond to the proposal at the public hearing or submit written comments prior to the January 14, 2024, Zoning Commission public hearing to the City Planning Division, 316 North Park, Helena MT 59623.

The Helena Zoning Commission will hold a hearing on Tuesday, January 14, 2024 at 6pm in the Commission Chambers, Rm 330, 316 N Park Ave, and via ZOOM at:

https://us06web.zoom.us/j/84192420079

Meeting ID: 841 9242 0079

Dial in at 1(346)248-7799 or visit https://us06web.zoom.us/u/kxKzkEuiW to find your local

number.

#### The application materials can be found on the City of Helena website at:

https://www.helenamt.gov/Departments/Community-Development/Planning/Current-Projects

Interested parties are encouraged to attend this meeting. We may not be able to reach all who may be interested in this application, and we encourage you to talk to your neighbors about this proposal.

#### PROPOSAL:

To consider an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that Changes the zoning district from R-U (residential-urban) to R-4 (residential-office) for the property legally described as Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

#### **ADDRESS:**

These properties are in the Peaks Phase 1 of the Crossroads at Mountain View Meadows and are generally located along War Eagle St between Eloise Cobell St and Peaks Ave.

If you have questions concerning the proposed change, please contact Michael Alvarez, Planner II, with the City Planning Division of the Community Development Department at 447-8459 or by email at malvarez@helenamt.gov.

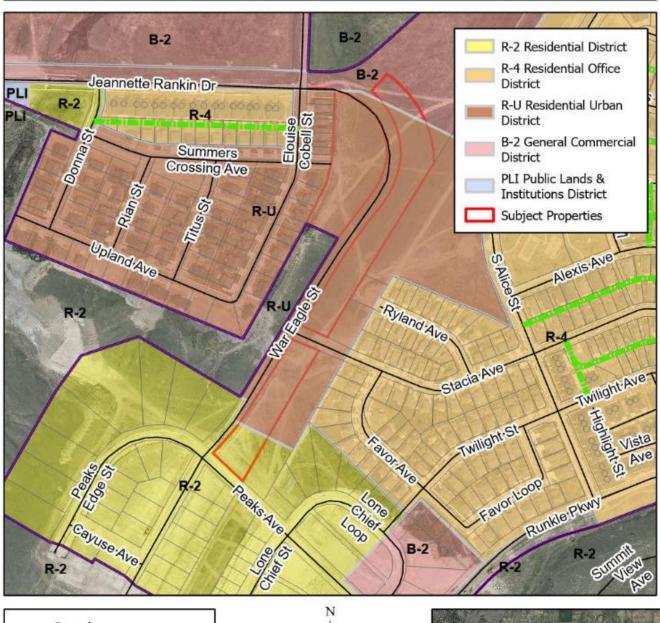
Sincerely,



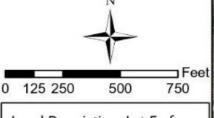
Michael Alvarez, Planner II

Community Development Department **City-County Building** 316 N. Park Ave, Rm 402 Helena, MT 59623

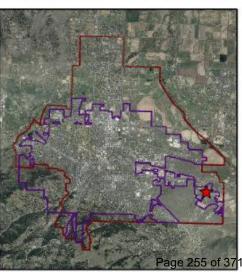
## War Eagle St Properties Zoning Map







Legal Description: Lot 5 of Block 26, Lot 1 of Block 21, and Lots 5 of Block 14; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana



#### City of Helena, Montana

01/27/2025

To: Honorable Mayor Collins and City Commissioners

From: Tim Burton, City Manager

Chris Brink, Community Development Director

Michael Alvarez, Planner II

**Subject:** Consider n ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that:

Changes the zoning district from R-2 (residential) to R-U (residential-urban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in

Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7

in Block 55;

Changes the zoning district from R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 53;

Changes the zoning district from B-2 (commercial) to R-U (residential-urban) for the property legally described as Lots 16-26 in Block 28;

And changes the zoning district from B-2 (commercial) and R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 52; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

**Present Situation:** 

The properties at the Peaks Phase 1 of the Crossroads at Mountain View Meadows are currently vacant and are primarily zoned R-2 (residential) and B-2 (commercial), with a smaller portion of a property zoned R-U (residential). The applicant/ property owner is requesting a zone change to the adjacent zoning, R-U (residential-urban) and R-4 (residential-office) zone types.

**Background Information:** 

The area was originally pre-zoned and platted in 2012. Earlier this year (2024), the plat was altered to better meet current market demands. The current areas zoned no longer match the plat with some properties having more than one zone type cutting across them. The new plat's street layout leads a shift in the development intent of the area from having a commercial center in the area, and this zone change builds on that through the elimination of the B-2 (commercial) zoning. The R-U (residential-urban) zoning offers dimensional relief from the R-2 (residential) zoning standards and solidifies the current density of the neighborhood as platted by eliminating the ability to build multiple-unit residential structures throughout most of the area, save for the purposeful placement of multifamily buildings in the four properties designated to be re-zoned R-4 (residential-office). The Future land use map designation of this area as "urban," a higher density residential area, with some flexibility to add low-intensity and complimentary additional uses. These zone types better reflect that intent statement than the overly limited R-2 (residential) and the overly permissive B-2 (commercial) zone types.

#### Proposal/Objective:

The applicant, Mountain View Meadows, LLC, is requesting the following Zone Changes:

From R-2 (residential) to R-U (residential-urban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7 in Block 55;

From R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 53;

From B-2 (commercial) to R-U (residential-urban) for the property legally described as Lots 16-26 in Block 28;

And from B-2 (commercial) and R-2 (residential) to R-4 (residentialoffice) for the property legally described as Lots 1-2 in Block 52; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

This property is located in the Peaks Phase 1 of the Crossroads at Mountain View Meadows and is generally located along Peaks Edge St. from and including Cayuse Ave to War Eagle St., along Peaks Ave. from War Eagle St. to Runkle Pkwy., and including Lone Chief Loop, Lone Chief St. (as currently annexed) Crow Peak Ave., and Mount Baldy St. (as currently annexed).

#### Advantage:

The zoning will align with property boundaries once again and there will be long-term stability with the total number of units in the area.

#### **Notable Energy Impact:**

This allows properties within city limits, and within the municipal service area, to be developed for housing which may otherwise have been built not on city services.

#### **Disadvantage:**

The requested zoning in this area does not present any disadvantages of note.

#### **Quasi-Judicial Item:**

False

#### **Notice of Public Hearing:**

True

#### Staff Recommendation/ Recommended Motion:

Move to **Approve** an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that:

Changes the zoning district from R-2 (residential) to R-U (residential-urban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7 in Block 55;

Changes the zoning district from R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 53;

Changes the zoning district from B-2 (commercial) to R-U (residential-urban) for the property legally described as Lots 16-26 in Block 28;

And changes the zoning district from B-2 (commercial) and R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 52; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

#### ORDINANCE NO.

AN ORDINANCE AMENDING CITY OF HELENA ORDINANCE NO. 3097 AND THE OFFICIAL ZONING MAP FOR THE CITY OF HELENA THAT:

CHANGES THE ZONING DISTRICT FROM R-2 (RESIDENTIAL) TO R-U (RESIDENTIAL-URBAN) FOR THE PROPERTY LEGALLY DESCRIBED AS LOTS 6 AND 18-25 IN BLOCK 26; LOTS 1-3, 4A, 5A, 6-9 IN BLOCK 48; LOTS 1-9 IN BLOCK 49; LOTS 1 & 2 IN BLOCK 50; LOTS 1-17 IN BLOCK 51; LOTS 1-4 IN BLOCK 54; LOTS 1-7 IN BLOCK 55;

CHANGES THE ZONING DISTRICT FROM R-2 (RESIDENTIAL) TO R-4 (RESIDENTIAL-OFFICE) FOR THE PROPERTY LEGALLY DESCRIBED AS LOTS 1-2 IN BLOCK 53

CHANGES THE ZONING DISTRICT FROM B-2 (COMMERCIAL) TO R-U (RESIDENTIAL-URBAN) FOR THE PROPERTY LEGALLY DESCRIBED AS LOTS 16-26 IN BLOCK 28;

AND CHANGES THE ZONING DISTRICT FROM B-2 (COMMERCIAL) AND R-2 (RESIDENTIAL) TO R-4 (RESIDENTIAL-OFFICE) FOR THE PROPERTY LEGALLY DESCRIBED AS LOTS 1-2 IN BLOCK 52; OF THE PEAKS PHASE 1 OF THE CROSSROADS AT MOUNTAIN VIEW MEADOWS SUBDIVISION, IN THE CITY OF HELENA, LEWIS AND CLARK COUNTY, MONTANA.

WHEREAS, Mountain View Meadows, LLC (ATTN: Mark Runkle), as owner of the following properties, has requested that the City of Helena pass an ordinance, pursuant to section 11-1-10 of the Helena City Code, to amend the following zoning designation:

From R-2 (residential) to R-U (residential-urban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 5A, and 6-9 in Block 48; Lots 1-5 and 7-9 in Block 49; lot 2 in Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7 in Block 55;

Ord.

Changes the zoning district from R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 53;

Changes the zoning district from B-2 (commercial) to R-U (residential-urban) for the property legally described as Lots 16-26 in Block 28;

And changes the zoning district from B-2 (commercial) and R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 52; of the Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana;

WHEREAS, Deborah Bjornson, as owner of the following property, has requested that the City of Helena pass an ordinance, pursuant to section 11-1-10 of the Helena City Code, to amend the following zoning designation:

From R-2 (residential) to R-U (residential-urban) for the property legally described as Lot 4A in Block 48 of the Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana;

WHEREAS, Michael Browne and Rita Browne, as owner of the

Ord.

following property, has requested that the City of Helena pass an ordinance, pursuant to section 11-1-10 of the Helena City Code, to amend the following zoning designation:

From R-2 (residential) to R-U (residential-urban) for the property legally described as Lot 1 in Block 50 of the Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana;

WHEREAS, Anthony Kolnik and Teresa J. Kolnik, as owner of the following property, has requested that the City of Helena pass an ordinance, pursuant to section 11-1-10 of the Helena City Code, to amend the following zoning designation:

From R-2 (residential) to R-U (residential-urban) for the property legally described as Lot 6 in Block 49 of the Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana;

WHEREAS, Anthony Kolnik and Teresa J. Kolnik, as owner of the following properties, has requested that the City of Helena pass an ordinance, pursuant to section 11-1-10 of the Helena City Code, to amend the following zoning designation:

From R-2 (residential) to R-U (residential-urban) for the

property legally described as Lot 6 in Block 49 of the Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana;

WHEREAS, the heretofore listed properties are generally located along Peaks Edge St. from and including Cayuse Ave to War Eagle St., along Peaks Ave. from War Eagle St. to Runkle Pkwy., and including Lone Chief Loop, Lone Chief St. (as currently annexed) Crow Peak Ave., and Mount Baldy St. (as currently annexed), are shown on Exhibit 1, which is hereby incorporated into this ordinance and made part thereof by this reference, as the properties outlined in red, and having R-2, R-U, and B-2 zoning districts:

WHEREAS, this zone change is in substantial compliance with the 2019 City of Helena Growth Policy and Future Land Use map;

WHEREAS, pursuant to Section 11-1-3 of the Helena City Code the official zoning map of the City of Helena must be amended to change the zoning designation for said property;

WHEREAS, a public hearing was held on December 9, 2024, before the Helena Zoning Commission concerning this zone change and amendment to the official zoning map;

Ord.

WHEREAS, the Zoning Commission recommended APPROVAL of this
amendment and zone change;

WHEREAS, a public hearing was held on February 10, 2025, before the Helena City Commission concerning this zone change and amendment to the official zoning map;

WHEREAS, this amendment and zone change appear to be in the best interests of the City of Helena, Montana, and inhabitants thereof; and

WHEREAS, in considering this amendment and zone change, the City of Helena has given due consideration to the matters set forth in § 76-2-304, MCA.

# NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA:

Section 1. City of Helena Ordinance No. 3097 is amended and the zoning designation for property legally described as Lots 6 and 18-25 in Block 26; Lots 16-26 in Block 28; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-2 in Block 52; Lots 1-2 in Block 53; Lots 1-4 in Block 54; Lots 1-7 in Block 55; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the

Ord. \_\_\_\_

City of Helena, Lewis and Clark County, Montana, generally located along Peaks Edge St. from and including Cayuse Ave to War Eagle St., along Peaks Ave. from War Eagle St. to Runkle Pkwy., and including Lone Chief Loop, Lone Chief St. (as currently annexed) Crow Peak Ave., and Mount Baldy St. (as currently annexed), are shown on Exhibit 1, which is hereby incorporated into this ordinance and made part thereof by this reference, as the properties outlined in red, and having R-2, R-U, and B-2 zoning districts, is changed as follows:

From R-2 (residential) to R-U (residential-urban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7 in Block 55;

From R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 53

From B-2 (commercial) to R-U (residential-urban) for the property legally described as Lots 16-26 in Block 28;

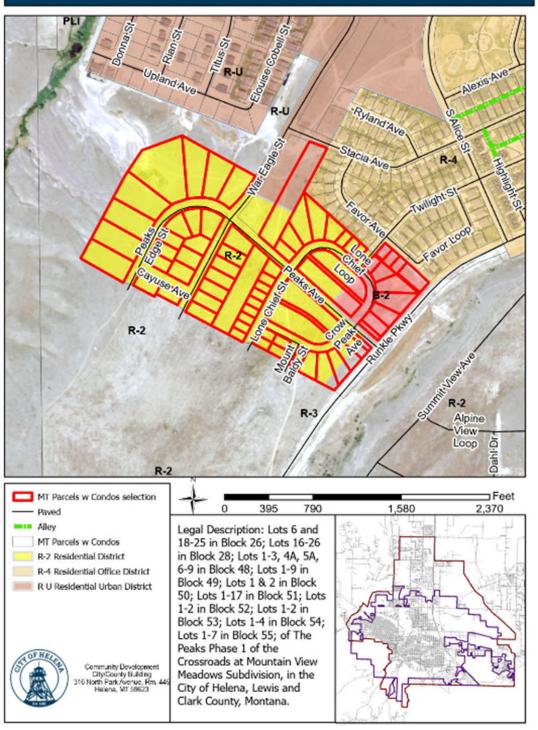
And from B-2 (commercial) and R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-

	Ord
2 in Block 52; of The Pe	aks Phase 1 of the Crossroads at Mountain
View Meadows Subdivision	, in the City of Helena, Lewis and Clark
County, Montana.	
FIRST PASSED BY THE	COMMISSION OF THE CITY OF HELENA, MONTANA,
THIS 13th DAY OF January	, 2025
ATTEST:	MAYOR
CLERK OF THE COMMISSION	
FINALLY PASSED BY	THE COMMISSION OF THE CITY OF HELENA,
MONTANA, 10th DAY OF Feb	ruary, 2025.
ATTEST:	MAYOR
CLERK OF THE COMMISSION	

Ord.

#### Exhibit 1:

# Peaks Phase 1 of Crossroads at Mountain View Meadows



## STAFF REPORT

## Mountain View Meadows

The Peaks Phase 1 of the Crossroads at Mountain View Meadows

Zone Change from R-2 to R-U,
R-2 to R-4,
B-2 to R-U,
&
B-2 to R-4

Michael Alvarez *Planner II* 

Community Development Department 316 North Park Avenue, Room 402 Helena, Montana 59623





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#### **Section 1 - Project Overview**

The applicant, Mountain View Meadows, LLC, is requesting the following Zone Changes:

From R-2 (residential) to R-U (residential-urban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7 in Block 55;

From R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 53

From B-2 (commercial) to R-U (residential-urban) for the property legally described as Lots 16-26 in Block 28;

And from B-2 (commercial) and R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 52; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

This property is located in the Peaks Phase 1 of the Crossroads at Mountain View Meadows and is generally located along Peaks Edge St. from and including Cayuse Ave to War Eagle St., along Peaks Ave. from War Eagle St. to Runkle Pkwy., and including Lone Chief Loop, Lone Chief St. (as currently annexed) Crow Peak Ave., and Mount Baldy St. (as currently annexed).

The subject property currently has R-U (residential-urban), R-2 (residential) and B-2 (commercial) zoning. The subject properties have R-U (residential-urban) zoning to the north, R-3 zoning to the west (adjacent), R-2 (residential) zoning to the east and south.

#### **Section 2 - Staff Recommendation**

Move to recommend **Approval** of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that:

Changes the zoning district from R-2 (residential) to R-U (residential-urban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7 in Block 55;

Changes the zoning district from R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 53

Changes the zoning district from B-2 (commercial) to R-U (residential-urban) for the property legally described as Lots 16-26 in Block 28;

And changes the zoning district from B-2 (commercial) and R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 52; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

#### **Section 3 - General Information**

**Application Date**: September 17, 2024

**Public Hearing Dates**: Zoning Commission – December 10, 2024

City Commission – January 13, 2024 – First Passage

City Commission – February 10, 2024 – Final Passage / Public Hearing

**Applicant**: Mountain View Meadows, LLC

ATTN: Mark Runkle 431 South Alice St Helena, MT 59601

**Authorized Representative:** Stahly Engineering & Associates

ATTN: Greg Wirth, PE 3530 Centennial Dr Helena, MT 59601

**Property Owner**: Same as applicant

**Legal Description**: Lots 6 and 18-25 in Block 26; Lots 16-26 in Block 28; Lots 1-3, 4A, 5A,

6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-2 in Block 52; Lots 1-2 in Block 53; Lots 1-4 in Block 54; Lots 1-7 in Block 55; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and

Clark County, Montana.

**General location**: These properties are located along Peaks Edge St. from and including

Cayuse Ave. to War Eagle St., along Peaks Ave. from War Eagle St. to Runkle Pkwy., and including Lone Chief Loop, Lone Chief St. (as currently annexed) Crow Peak Ave., and Mount Baldy St. (as currently

annexed).

**Present Land Use**: Residence, single-dwelling unit

**Adjacent Land Uses**: North: R-U (pending zoning application to R-4) & R-4 – Residential

County zoning UBNRESMIX

South: County zoning UBNRESMIX

East: County zoning UBNRESMIX

West: County zoning UBNRESMIX

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**Tract/Property Size**: Approximately 30.4 acres

2019 Growth Policy

Land Use Designation(s): Urban- This category includes predominantly moderate- to high-

density residential uses, and may include public uses such as schools, churches, and open lands such as parks and occasional commercial uses that serve the immediate area or are relatively small and low-intensity. Within the County, this category includes areas closer to the City; areas with few development constraints; areas that may be currently developed or could be redeveloped at higher densities; and may include a variety of uses including commercial and light industrial.

#### **Section 4 - Public Process**

A. Zone Change applications are filed with the Community Development Department, and any required fees must be paid upon submission of an application. The application will then be reviewed by City staff, per City Code Section 11-1-10.

- B. The Zoning Commission shall hold a public hearing and make a recommendation to the City Commission, per City Code Section 11-1-10.
- C. The City Commission shall pass an ordinance approving the zoning change, which is effective thirty (30) days after the passage of the ordinance. (Ord. 3097, 4-7-2008)

This review process as defined by Helena City Code allows for public comment, staff review, and vetting through city departments and appointed and elected boards or committees prior to approval. As part of this process, the Community Development Department sends the application materials to applicable departments for their review and comment. This leads to a full evaluation of potential impacts and helps determine how the proposed conditional use relates to the review criteria.

#### **Public Comment**

An integral part of the review process is the conducting of public hearings and the solicitation of public comment. Comments are welcome throughout the entire process including during the public hearings. As of November 25, 2024, there have been no comments received regarding the proposed rezoning. Any comments received during and after the hearing conducted by the Zoning Commission will be attached to this report and presented to the City Commission for their review and final decision.

#### **Section 5 - Evaluation**

The properties at the Peaks Phase 1 of the Crossroads at Mountain View Meadows are currently vacant and are primarily zoned R-2 (residential) and B-2 (commercial), with a smaller portion of a property zoned R-U (residential). The applicant/ property owner is requesting a zone change to the adjacent zoning, R-U (residential-urban) and R-4 (residential-office) zone types.

The area was originally pre-zoned and platted in 2012. Earlier this year (2024), the plat was altered to better meet current market demands. The current areas zoned no longer match the plat with some properties having more than one zone type cutting across them. The new plat's street layout leads a shift in the development intent of the area from having a commercial center in the area, and this zone change builds on that through the elimination of the B-2 (commercial) zoning. The R-U (residential-urban) zoning offers dimensional relief from the R-2 (residential) zoning standards, and solidifies the current density of the neighborhood as platted by eliminating the ability to build multiple-unit residential structures throughout most of the area, save for the purposeful placement of multifamily buildings in the four properties designated to be re-zoned R-4 (residential-office).

The Future land use map designation of this area as "urban," a higher density residential area, with some flexibility to add low-intensity and complimentary additional uses. These zone types better reflect that intent statement than the overly limited R-2 (residential) and the overly permissive B-2 (commercial) zone types.

76-2-304. Criteria and guidelines for zoning regulations.

- 1. Zoning regulations must be:
  - a. made in accordance with a growth policy; and
  - b. designed to:
    - i. secure safety from fire and other dangers;
    - ii. promote public health, public safety, and the general welfare; and
    - iii. facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.
- 2. In the adoption of zoning regulations, the municipal governing body shall consider:
  - a. reasonable provision of adequate light and air;
  - b. the effect on motorized and nonmotorized transportation systems;
  - c. promotion of compatible urban growth;
  - d. the character of the district and its peculiar suitability for particular uses; and

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e. conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.

#### **EVALUATION**

#### 1. Zoning regulations must be:

#### a. Made in accordance with a growth policy;

The 2019 City of Helena Growth Policy designates this area as "Urban," defined in part as predominantly moderate- to high-density residential uses, and may include public uses such as schools, churches, and open lands, such as parks and occasional commercial uses that serve the immediate area or are relatively small and low-intensity." Future land use designations are not zone types and a future land use designation should not necessarily exclude a zone type from an area without considering the merits of the specific project. In this case, the allowable uses, potential scale, and car-oriented nature of the B-2 (commercial) zoning in this area would not be considered complimentary to the Urban future land use designation. Primarily this is because of the change in the plat in the area that would now feature the B-2 (commercial) zoning as directly abutting the residential areas; separated by neither a street, alley, nor other platted buffer area.

The R-2 (residential) zone type is frequently featured in areas designated as "Urban" throughout the city. However, for those areas the "Urban" designation is frequently pointed to as encouraging upzoning.

The proposed zone change aligns with the following goals and objectives:

- [G.02] Support provision of housing that is safe, available, accessible, and affordable for all Helena residents.
- [G.10] Plan for and establish types and quantities of land uses in Helena supporting community needs, neighborhood centers, aesthetics and the City's long-term sustainability.
- [0.12] Promote and maintain development of a diverse housing stock, helping to:
  - Minimize depletion of natural resources;
  - o Reduce land consumption and demands on the physical environment;
  - o Provide housing options for all residents;
  - Optimize infrastructure use;
  - o Prepare Helena to meet emerging needs.
- [0.77] Apply or revise zoning designations with careful consideration of factors including:

- o Future land use mapping;
- o Compatibility with surrounding land uses;
- o Infrastructure and service plans;
- o Development of vacant and under-utilized buildings;
- Existing and future traffic patterns;
- Goals and objectives of the growth policy, related master plan and/or facility plans.

#### b. Designed to:

#### i. Secure safety from fire and other dangers;

The subject property is within the City of Helena Urban Standards Boundary and is currently served by all City of Helena emergency services. The proposed zone change will not impact the levels of emergency services available in the surrounding area.

#### ii. Promote public health, public safety, and the general welfare;

The proposed zone change will generally better align the subject properties' zoning with the surrounding residential zoning through the elimination of the B-2 (commercial) zoning district and will allow for more complimentary non-residential uses in the neighborhood. As such, the proposed zone change will not create unique impacts to health, safety, or welfare within the vicinity.

## iii. Facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.

The properties are served by City of Helena streets, utilities, and public services. The proposed zone changes and any future uses' impacts on services were calculated at the time of annexation and/or final plat. There is no expectation that this re-zone would have significant impacts beyond what was anticipated at that time.

#### 2. In the adoption of zoning regulations, the municipal governing body shall consider:

#### a. Reasonable provision of adequate light and air;

The property is currently vacant. The reasonable provision of light and air will be maintained through the district dimensional standards of the R-U and R-4 zoning districts. A comparison table of the applicable districts is below:

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	R-U (Residential- Urban)	R-1/R-2 (Residential)	R-4/R-0 (Residential- Office)	B-2 (General Commercial)
Lot area	No minimum	No minimum	No minimum	No minimum
Lot coverage	60% maximum Additional 5% for porch attached to front or side	40% maximum	60% maximum	No minimum
Front lot line setback	No minimum	10' minimum	10' minimum	No minimum
Rear lot line setback	No minimum	10' minimum	10' minimum	No minimum unless abutting residential zone, then 15' minimum
Side lot line setback	No minimum	8' minimum	6' minimum	No minimum unless abutting residential zone, then 10' minimum
Height	42' maximum	30' maximum	42' maximum	75' maximum

#### b. The effect on motorized and nonmotorized transportation systems;

The Community Development Department uses a theoretical mix of potential uses and the ITE Trip Generation manual to calculate an estimate of the number of trips each zoning district will produce by size or number of parcels. The subject area contains 67 parcels covering approximately 30.4 acres in total. The current zoning of the area includes properties zoned B-2 (commercial) that could potentially be developed with a significantly higher traffic generating use, "Restaurant, Drive-in," which weighted traffic estimates towards a higher number for the area as currently zoned. This is true despite most of the area proposed as being upzoned from R-2 (residential).

Of the current 67 parcels, 57 R-2 (residential) parcels are estimated to have a mix of 75% "Residence, Single Dwelling-Unit," and 25% "Residence, Two Dwelling-Units." The total number of expected trips generated per day from those uses is 678.3. The area's current zoning also includes 3.31 acres of B-2 (commercial) zoning, which would be estimated to have a mix of 25% "Restaurant, Drive-in," 45% "General Retail Sales," 15% (General/Professional Services,' and "15% "Residential, Multiple Dwelling-Units." That mixture of uses in 3.31 acres of B-2 (commercial) zoning is expected to generate 5,435.1 trips per day, with the majority of the trips being produced by the "Restaurant, Drive-in" (3,433.6 trips). The total number of expected trips generated per day by the current zoning in the area is 6,113.2.

Under the current zone change proposal, 63 R-U (residential urban) parcels would cover 26.38 acres. These parcels are estimated to have a mix of 10% "Quality Restaurant," 60% "Residence, Two Dwelling-Units," and 30% "Residence, Single Dwelling-Unit". The total number of expected trips generated per day from those uses is 2,884.2. The proposed zoning also includes 4 parcels covering 4.01 acres of R-4 (residential office) zoning which would be estimated to have a mix of 10% "Quality Restaurant," 50% "Residence, Multiple Dwelling-Units," and 40% "Residence, Single Dwelling-Unit," This mixture of uses is expected to generate 800.9 trips per day. Consequently, the total number of expected trips generated per day by the proposed R-U and R-

4 zoning in the area is 3,685.1, which is approximately 60% of the trips to be generated under the current mix of B-2 and R-2 zoning.

The existing street network was approved with the higher impact zoning districts along it and will not suffer from having those impacts lessened.

The project will be required to install sidewalks throughout the area, per city standards, in any zoning configuration.

#### c. Promotion of compatible urban growth;

The 2019 City of Helena Growth Policy designates this area as Urban, an area that is predominantly comprised of moderate- to high-density residential uses.

The R-2 zoning district restricts the type of uses typically found in Urban areas, primarily by limiting residential development to low-density levels and severely limiting complimentary commercial and recreational activities within the district. The B-2 zoning district is not intended for primarily residential use, although does afford for high-density residential development in its mix of allowed uses.

The proposed R-U zoning district restricts multiple dwelling-unit residences, and, in so doing, puts a cap on the highest density residential building types. However, the proposed addition of the R-4 parcels, the elimination of setbacks in the R-U zoning, the heightened R-U lot coverage allowance, and the possible additions of complimentary commercial buildings make the proposed zoning designations better align with the 2019 Growth Policy's Future Land Use Map.

#### d. The character of the district and its peculiar suitability for particular uses; and

The zoning changes to R-U and R-4 are in alignment with the other zoning in the area. This area has large R-U and R-4 zoned area nearby, including immediately adjacent areas of the subdivision.

## e. Conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.

The proposed zone changes to R-U and R-4 will increase consistency with adjacent properties in an undeveloped reach of the City. The elimination of B-2 zoning will better match the residential character of the area that is being created.

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#### **Section 6 - Staff Recommendation**

The approval of this zone change is consistent with the goals and objectives of the 2019 Growth Policy and is consistent with all the Montana zoning criteria.

#### **Staff Recommendation:**

Move to recommend **Approval** of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that:

Changes the zoning district from R-2 (residential) to R-U (residential-urban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7 in Block 55;

Changes the zoning district from R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 53

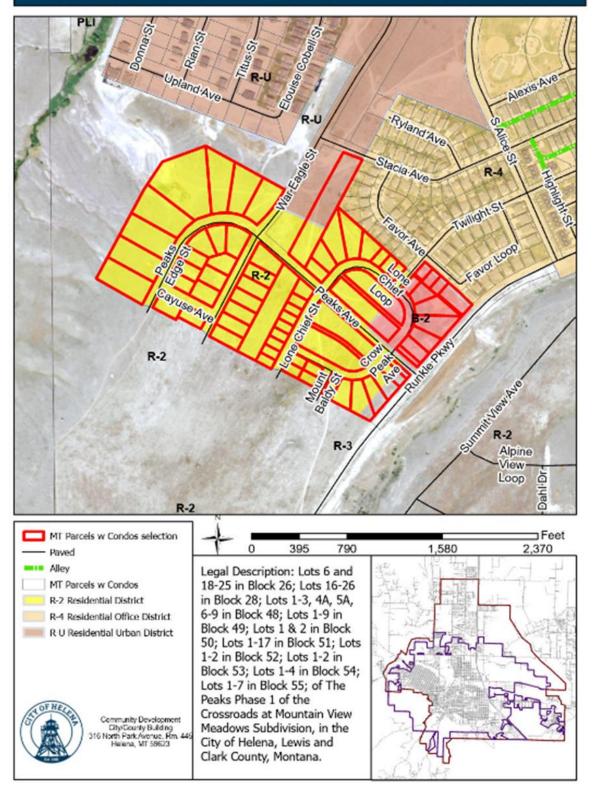
Changes the zoning district from B-2 (commercial) to R-U (residential-urban) for the property legally described as Lots 16-26 in Block 28;

And changes the zoning district from B-2 (commercial) and R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 52; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

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#### **Appendix A - Maps**

# Peaks Phase 1 of Crossroads at Mountain View Meadows



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## **Appendix B - Comments**

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## **Zone Change Application**

## The Peaks Phase 1 of the Crossroads at Mountain View Meadows

#### **Submitted to:**

City of Helena Community Development and Planning 316 North Park Avenue Helena, Mt 59623

#### **Prepared for:**

Mountain View Meadows, LLC Attn: Mark Runkle 431 South Alice Street Helena, MT 59601

September 2024

#### Prepared by:



#### **Engineers and Land Surveyors**

3530 Centennial Drive Helena, MT 59601 (406) 442-8594 www.seaeng.com



3530 Centennial Drive, Helena, MT 59601 | phone: 406-442-8594 851 Bridger Drive, Suite 1, Bozeman, MT 59715 | phone: 406-522-8594 2223 Montana Avenue, Suite 201, Billings, MT 59101 | phone: 406-601-4055

www.seaeng.com

September 17, 2024

Christopher Brink, Director City of Helena Community Development Department 316 N. Park Avenue Helena, MT 59623

**RE:** Zone Change Application

Mountain View Meadows - Peaks SEA Project No. 1706-05222

Dear Mr. Brink:

Please find enclosed a Zone Change Application and supporting information for the above referenced project for your review. Upon final platting of the project and development of building permit applications, it has been determined a R-U and R-4 zoning districts are more appropriate for the intended use and consistency with the recent applied zoning districts.

The City of Helena Application Fee will be paid by the applicant.

The application and all supporting materials are provided electronically on the attached thumb drive.

Please feel free to call me at (406) 442-8594 if you have any questions or need any additional information, thanks in advance for your prompt attention.

Sincerely,

STAHLY ENGINEERING & ASSOCIATES, INC.

Greg Wirth, P.E. Senior Engineer

Cc: Mark Runkle (Mountain View Meadows)

### **MOUNTAIN VIEW MEADOWS - PEAKS**

#### **ZONE CHANGE APPLICATION**

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**Engineers and Land Surveyors** 

3530 Centennial Drive Helena, MT 59601 (406) 442-8594 www.seaeng.com

## 1.0

# ZONE CHANGE APPLICATION

Date received:

# APPLICATION FEE: \$410.00 (PAYABLE TO THE CITY OF HELENA) ALL FEES ARE NON-REFUNDABLE

Application to the Helena Zoning Commission and City Commission for an amendment to the official Zoning Map. Such amendments re-classify property from one zoning district to another.

PROPERTY OWNER: Primary Contact? No

Name: Mountain View Meadows, LLC Primary Number: 406-431-7305

**ATTN: Mark Runkle** 

Address: 431 South Alice Street Other Phone: None

406-447-8490; citycommunitydevelopment@helenamt.gov

Helena, MT 59601

Email: markrunkle@hotmail.com

**APPLICANT** (If different from property owner): *Primary Contact?* No

Name: Same as owner Primary Number: Same as owner

Address: Same as owner Other Phone: Same as owner

Email: Same as owner Company: Same as owner

**AUTHORIZED REPRESENTATIVE:** Primary Contact? **Yes** 

Name: Stahly Engineering & Associates Primary Number: 406-442-8594

**ATTN: Greg Wirth, PE** 

Address: 3530 Centennial Drive Other Phone: None

**Helena, MT 59601** 

Email: gwirth@seaeng.com

X Address of the Property: <u>Varies – Applies To Several Addresses</u>

Address City State Zip Code

X Legal Description (Lots, Block, & Subdivision, COS #, deed reference)

Lots 5-6 and 18-25 in Block 26; Lots 16-26 in Block 28; Lots 1-3, 5A-9 in Block 48; Lots 1-5 and 7-9 in Block 49; Lot 2 in Block 50; Lots 1-17 in Block 51; Lots 1-2 in Block 52; Lots 1-2 in Block 53; Lots 1-4 in Block 54; Lots 1-7 in Block 55 of The Peaks Phase 1

X Provide a current deed and plat/COS with the metes and bounds of the subject property

#### **Included in Application**

- X Geocode 05-1888-35-2-01-40-0000
- X Current City Zoning District R-2 (Residential District) and B-2 (General Commercial District)
- X Proposed Zoning District R-4 (Residential Office District), and R-U (Residential Urban District)
- X Adjacent Zoning Districts North R-U and R-4

South – Urban Residential Mixed Use (Lewis and Clark County)
East - Urban Residential Mixed Use (Lewis and Clark County)
West - Urban Residential Mixed Use (Lewis and Clark County)

- X Are there other related Land Use Applications being submitted: Yes No X
- X Submit proof of current paid taxes Included in Application
- X Existing use on the property Vacant

I HEREBY CERTIFY AND ACKNOWLEDGE THE STATEMENTS IN THIS APPLICATION AND ANY ATTACHED INFORMATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signed: _	Mark I Rundle	Date: 9/6/2024
	Property Owner	
Applicant:		Date:
	(If different from Owner)	

#### **Review Criteria**

(A different zoning district may be recommended if it appropriately fits the review criteria)

Your application will be reviewed using Montana MCA Section 76-2-304, "Criteria and Guidelines for Zoning Regulations" stated below.

- (1) Zoning regulations must be:
  - (a) made in accordance with a growth policy; and
  - (b) designed to secure safety from fire and other dangers;
    - (ii) promote public health, public safety, and the general welfare; and
    - (iii) facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.
- (2) In the adoption of zoning regulations, the municipal governing body shall consider: (a)reasonable provision of adequate light and air;

- (b) the effect on motorized and nonmotorized transportation systems;
- (c) promotion of compatible urban growth;
- (d) the character of the district and its peculiar suitability for particular uses; and
- (e) conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.

Per Section 11-1-10 of the Helena City Code, the Zoning Commission and the City Commission will hold public hearings, to give the public an opportunity to be heard upon the matter. The Zoning Commission will make a recommendation to the City Commission who will approve or deny the requested zoning. If approved, the zone change becomes effective 30 days after final pass of the zone change Ordinance.

To evaluate the requested zone change with the above criteria the following must be submitted with this application. Please provide all the information requested on additional sheets as an incomplete application may delay the review of your request.

Please Note: N/A is not an acceptable answer alone and requires an explanation if used.

X 1. Apply to the City on the appropriate forms and pay any required fees. The application must include the property owner's signature;

#### Signed application and fee provided

 Describe how your proposal relates to the above zoning review criteria (attach additional sheets if necessary);

#### **Zoning Review Criteria Narrative Provided in Application**

X 3. Provide a statement why the proposed zone change should be approved;

Proposed zone change to R-U, which has been developed by the City and has been deemed the most appropriate for Mountain View Meadows for typical single family home lots. Proposed zone change to R-4 is to allow triplex condominiums, consistent with other condominium areas at Mountain View Meadows and since triplex units are not allowed in R-U zoning.

X 4. Submit a traffic impact study for a proposed zoning district that is anticipated to generate more than two hundred (200) additional vehicle trips a day;

The zone change will not increase density on the platted lots, thus the zoning district will not generate more than 200 vehicle trips per day.

X 5. Provide a vicinity map of the area showing the location of the property in relation to surrounding land and zoning in the immediate area, water and wastewater mains, other utilities, and city streets and pedestrian facilities (sidewalks, trails);

#### **Mapping provided in Application**

X 6. Submit a statement on how the proposed zoning conforms to the Helena Growth Policy and Land Use Map; include how the proposed zoning conforms with the area neighborhood plan if one has been adopted;

#### **See attached Zoning Review Criteria Narrative**

X 7. Statement indicating if the existing structures meets the proposed zoning dimensional standards requirements without the need for a variance;

#### There are no existing structures on the property

X 8. Statement indicating if the existing use on the subject property meets the proposed zoning permitted uses;

#### There is no existing use on the property

X 9. Historical uses, established use patterns, and recent changes and trends in the neighborhood.

The historical uses include residential use to the northeast and the east, vacant land to the south and west. The development of the northeast and east has occurred within the last two decades. The land use on properties to the south and west are vacant and have not seen any recent changes.

IT IS RECOMMENDED THAT THE APPLICANT CONTACT NEIGHBORS TO INFORM THEM OF THIS PROPOSED ZONE CHANGE AND IDENTIFY ANY CONCERNS THAT THE APPLICANT MAY BE ABLE TO ADDRESS.

It is the policy of the City Commission not to act on a proposal if the applicant/ applicant's representative is not present at the commission meeting. City Planning Staff represents the City: staff cannot answer questions for the applicant.

Per 1-4-12 City Code, the taxes and assessments on the applicant's property, which is the subject of the proposed action, must be paid or payment of said taxes and assessments must be made a condition of final approval of said action by the City Commission, with the taxes and assessments to be paid within fourteen (14) days after final passage.

Date received:

# APPLICATION FEE: \$410.00 (PAYABLE TO THE CITY OF HELENA) ALL FEES ARE NON-REFUNDABLE

Application to the Helena Zoning Commission and City Commission for an amendment to the official Zoning Map. Such amendments re-classify property from one zoning district to another.

**PROPERTY OWNER:** Primary Contact? No

Name: Deborah Bjornson Primary Number: 503 260-5222

Address: 360 Donna St. Other Phone: Heieng, out 59601

Email: bjornsonbdeconcest. net

**APPLICANT** (If different from property owner): *Primary Contact?* No

Name: Same as owner Primary Number: Same as owner

Address: Same as owner Other Phone: Same as owner

Email: Same as owner Company: Same as owner

**AUTHORIZED REPRESENTATIVE:** Primary Contact? **Yes** 

Name: Stahly Engineering & Associates Primary Number: 406-442-8594

**ATTN: Greg Wirth, PE** 

Address: 3530 Centennial Drive Other Phone: None

**Helena, MT 59601** 

Email: gwirth@seaeng.com

X Address of the Property: <u>530 Peaks Edge Street</u> <u>Helena</u> <u>MT 59601</u>

Address City State Zip Code

X Legal Description (Lots, Block, & Subdivision, COS #, deed reference)

Lot 4A in Block 48 of The Peaks Phase 1 Amended Plat Do. No. 3427258

X Provide a current deed and plat/COS with the metes and bounds of the subject property

**Included in Application** 

- X Geocode 05-1888-35-3-10-06-0000
- X Current City Zoning District R-2 (Residential District)
- X Proposed Zoning District R-U (Residential Urban District)
- X Adjacent Zoning Districts North R-U and R-4

South – Urban Residential Mixed Use (Lewis and Clark County)
East - Urban Residential Mixed Use (Lewis and Clark County)
West - Urban Residential Mixed Use (Lewis and Clark County)

- X Are there other related Land Use Applications being submitted: Yes No X
- X Submit proof of current paid taxes Included in Application
- X Existing use on the property Vacant

I HEREBY CERTIFY AND ACKNOWLEDGE THE STATEMENTS IN THIS APPLICATION AND ANY ATTACHED INFORMATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signed: _	Property Owner	Date: 9 / 16/21
Applicant:		Date:
	(If different from Owner)	

## **Review Criteria**

(A different zoning district may be recommended if it appropriately fits the review criteria)

Your application will be reviewed using Montana MCA Section 76-2-304, "Criteria and Guidelines for Zoning Regulations" stated below.

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  - (d) the character of the district and its peculiar suitability for particular uses; and
  - (e) conserving the value of buildings and encouraging the most appropriate use of

land throughout the jurisdictional area.

Per Section 11-1-10 of the Helena City Code, the Zoning Commission and the City Commission will hold public hearings, to give the public an opportunity to be heard upon the matter. The Zoning Commission will make a recommendation to the City Commission who will approve or deny the requested zoning. If approved, the zone change becomes effective 30 days after final pass of the zone change Ordinance.

To evaluate the requested zone change with the above criteria the following must be submitted with this application. Please provide all the information requested on additional sheets as an incomplete application may delay the review of your request.

Please Note: N/A is not an acceptable answer alone and requires an explanation if used.

X 1. Apply to the City on the appropriate forms and pay any required fees. The application must include the property owner's signature;

## Signed application and fee provided

X 2. Describe how your proposal relates to the above zoning review criteria (attach additional sheets if necessary);

## **Zoning Review Criteria Narrative Provided in Application**

X 3. Provide a statement why the proposed zone change should be approved;

Proposed zone change to R-U, which has been developed by the City and has been deemed the most appropriate for Mountain View Meadows for typical single family home lots. Proposed zone change to R-4 is to allow triplex condominiums, consistent with other condominium areas at Mountain View Meadows and since triplex units are not allowed in R-U zoning.

X 4. Submit a traffic impact study for a proposed zoning district that is anticipated to generate more than two hundred (200) additional vehicle trips a day;

The zone change will not increase density on the platted lots, thus the zoning district will not generate more than 200 vehicle trips per day.

X 5. Provide a vicinity map of the area showing the location of the property in relation to surrounding land and zoning in the immediate area, water and wastewater mains, other utilities, and city streets and pedestrian facilities (sidewalks, trails);

**Mapping provided in Application** 

X 6. Submit a statement on how the proposed zoning conforms to the Helena Growth Policy

and Land Use Map; include how the proposed zoning conforms with the area neighborhood plan if one has been adopted;

## **See attached Zoning Review Criteria Narrative**

X 7. Statement indicating if the existing structures meets the proposed zoning dimensional standards requirements without the need for a variance;

### There are no existing structures on the property

X 8. Statement indicating if the existing use on the subject property meets the proposed zoning permitted uses;

### There is no existing use on the property

X 9. Historical uses, established use patterns, and recent changes and trends in the neighborhood.

The historical uses include residential use to the northeast and the east, vacant land to the south and west. The development of the northeast and east has occurred within the last two decades. The land use on properties to the south and west are vacant and have not seen any recent changes.

IT IS RECOMMENDED THAT THE APPLICANT CONTACT NEIGHBORS TO INFORM THEM OF THIS PROPOSED ZONE CHANGE AND IDENTIFY ANY CONCERNS THAT THE APPLICANT MAY BE ABLE TO ADDRESS.

It is the policy of the City Commission not to act on a proposal if the applicant/ applicant's representative is not present at the commission meeting. City Planning Staff represents the City: staff cannot answer questions for the applicant.

Per 1-4-12 City Code, the taxes and assessments on the applicant's property, which is the subject of the proposed action, must be paid or payment of said taxes and assessments must be made a condition of final approval of said action by the City Commission, with the taxes and assessments to be paid within fourteen (14) days after final passage.



Date received:

## APPLICATION FEE: \$410.00 (PAYABLE TO THE CITY OF HELENA) ALL FEES ARE NON-REFUNDABLE

Application to the Helena Zoning Commission and City Commission for an amendment to the official Zoning Map. Such amendments re-classify property from one zoning district to another.

**PROPERTY OWNER:** Primary Contact?

Primary Number: 406 498 0603 Michael & Rita Browne Name:

Other Phone: 406 498 1807 Address: 3324 Hazel Ave Helena, mT 59601

brownerital@amail.com

**APPLICANT** (If different from property owner): Primary Contact?

Same as owner Name: Same as owner **Primary Number:** 

Other Phone: Address: Same as owner Same as owner

Email: Same as owner Company: Same as owner

Yes **AUTHORIZED REPRESENTATIVE:** Primary Contact?

Stahly Engineering & Associates Primary Number: 406-442-8594 Name:

**ATTN: Greg Wirth, PE** 

Address: 3530 Centennial Drive Other Phone: None

Helena, MT 59601

Email: gwirth@seaeng.com

X Address of the Property: <u>585 Peaks Edge Street</u> Helena MT 59601 Address Zip Code City State

X Legal Description (Lots, Block, & Subdivision, COS #, deed reference)

Lot 1 in Block 50 of The Peaks Phase 1 Doc. No. 3424364

Provide a current deed and plat/COS with the metes and bounds of the subject property X

## **Included in Application**

- X Geocode 05-1888-35-3-08-02-0000
- X Current City Zoning District R-2 (Residential District)
- X Proposed Zoning District R-U (Residential Urban District)
- X Adjacent Zoning Districts North R-U and R-4

South – Urban Residential Mixed Use (Lewis and Clark County)
East - Urban Residential Mixed Use (Lewis and Clark County)
West - Urban Residential Mixed Use (Lewis and Clark County)

- X Are there other related Land Use Applications being submitted: Yes No X
- X Submit proof of current paid taxes Included in Application
- X Existing use on the property Vacant

I HEREBY CERTIFY AND ACKNOWLEDGE THE STATEMENTS IN THIS APPLICATION AND ANY ATTACHED INFORMATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signed:	Property Owner	Date:	9/12/24
Applicant:	(If different from Owner)	Date:	

#### **Review Criteria**

(A different zoning district may be recommended if it appropriately fits the review criteria)

Your application will be reviewed using Montana MCA Section 76-2-304, "Criteria and Guidelines for Zoning Regulations" stated below.

- (1) Zoning regulations must be:
  - (a) made in accordance with a growth policy; and
  - (b) designed to secure safety from fire and other dangers;
    - (ii) promote public health, public safety, and the general welfare; and
    - (iii) facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.
- (2) In the adoption of zoning regulations, the municipal governing body shall consider: (a)reasonable provision of adequate light and air;

- (b) the effect on motorized and nonmotorized transportation systems;
- (c) promotion of compatible urban growth;
- (d) the character of the district and its peculiar suitability for particular uses; and
- (e) conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.

Per Section 11-1-10 of the Helena City Code, the Zoning Commission and the City Commission will hold public hearings, to give the public an opportunity to be heard upon the matter. The Zoning Commission will make a recommendation to the City Commission who will approve or deny the requested zoning. If approved, the zone change becomes effective 30 days after final pass of the zone change Ordinance.

To evaluate the requested zone change with the above criteria the following must be submitted with this application. Please provide all the information requested on additional sheets as an incomplete application may delay the review of your request.

Please Note: N/A is not an acceptable answer alone and requires an explanation if used.

X 1. Apply to the City on the appropriate forms and pay any required fees. The application must include the property owner's signature;

### Signed application and fee provided

 Describe how your proposal relates to the above zoning review criteria (attach additional sheets if necessary);

### **Zoning Review Criteria Narrative Provided in Application**

X 3. Provide a statement why the proposed zone change should be approved;

Proposed zone change to R-U, which has been developed by the City and has been deemed the most appropriate for Mountain View Meadows for typical single family home lots. Proposed zone change to R-4 is to allow triplex condominiums, consistent with other condominium areas at Mountain View Meadows and since triplex units are not allowed in R-U zoning.

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**PROPERTY OWNER:** Primary Contact?

Primary Number: 406-461-368 2 **Anthony & Teressa Kolnik** Name:

3241 Cabernet Or. Heleva, MT 59601 406-459-2407 Address: Other Phone:

+ Kolni K (agmail.com Email:

**APPLICANT** (If different from property owner): *Primary Contact?* 

Name: Primary Number: Same as owner Same as owner

Address: Same as owner Other Phone: Same as owner

Email: Same as owner Company: Same as owner

**AUTHORIZED REPRESENTATIVE:** Primary Contact? Yes

Name: Stahly Engineering & Associates Primary Number: 406-442-8594

**ATTN: Greg Wirth, PE** 

Address: 3530 Centennial Drive Other Phone: None

Helena, MT 59601

Email: gwirth@seaeng.com

Address of the Property: \_\_\_\_\_575 Peaks Edge Street X Helena 59601 MT Address City State Zip Code

X Legal Description (Lots, Block, & Subdivision, COS #, deed reference)

Lot 6 in Block 49 of The Peaks Phase 1 Doc. No. 3424364

X Provide a current deed and plat/COS with the metes and bounds of the subject property

### **Included in Application**

- X Geocode 05-1888-35-3-09-09-0000
- X Current City Zoning District R-2 (Residential District)
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# 2.0

# PROPERTY INFORMATION

# AMENDED PLAT

AMENDING LOTS 4, 5, AND 6, BLOCK 48, THE PEAKS - PHASE 1 OF THE CROSSROADS AT MOUNTAIN VIEW MEADOWS SUBDIVISION, DOCUMENT NO. 3424364 LOCATED WITHIN THE W½ OF SECTION 35, TOWNSHIP 10 NORTH, RANGE 3 WEST, P.M.M., CITY OF HELENA, LEWIS AND CLARK COUNTY, MONTANA

SURVEY	COMMISSIONED	B,

MARK RUNKLE, MANAGING MEMBER, MOUNTAIN VIEW MEADOWS, LLC (PREVIOUSLY KNOWN AS R & D PARTNERS, LLC)

# OWNERS OF RECORD

MOUNTAIN VIEW MEADOWS, LLC (PREVIOUSLY KNOWN AS R & D PARTNERS, LLC)

# BASIS OF BEARINGS

CITY OF HELENA LOW DISTORTION PROJECTION

# PURPOSE OF SURVEY

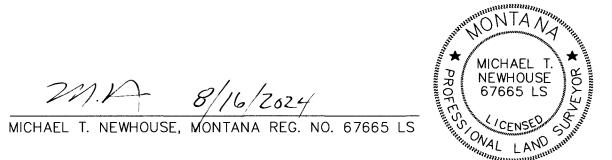
TO RELOCATE COMMON BOUNDARIES AND AGGREGATE LOTS

# PERIMETER DESCRIPTION

LOTS 4, 5, AND 6 OF THE AMENDED PLAT OF THE PEAKS PHASE 1 OF THE CROSSROADS AT MOUNTAIN VIEW MEADOWS SUBDIVISION, FILED UNDER DOCUMENT NO. 3424364, RECORDS LEWIS AND CLARK COUNTY, MONTANA.

# CERTIFICATE OF SURVEYOR

I, MICHAEL T. NEWHOUSE, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF MONTANA, DO HEREBY CERTIFY THAT THIS SURVEY WAS MADE UNDER MY DIRECT SUPERVISION AND IS SHOWN AND DESCRIBED ON THE ACCOMPANYING PLAT.



# CERTIFICATE OF EXEMPTION FROM SUBDIVISION REVIEW

WE, THE UNDERSIGNED OWNERS OF THE PROPERTY HEREIN DESCRIBED, HEREBY CERTIFY THAT THE PURPOSE OF THIS SURVEY IS TO RELOCATE COMMON BOUNDARIES IN ACCORDANCE WITH THE PROVISIONS OF SECTION 76-3-207(1)(d), MCA, WHICH STATES: "FOR FIVE OR FEWER LOTS WITHIN A PLATTED SUBDIVISION, THE RELOCATION OF COMMON BOUNDARIES".

"THE AREA THAT IS BEING REMOVED FROM ONE TRACT OF RECORD AND JOINED WITH ANOTHER TRACT OF RECORD IS NOT ITSELF A TRACT OF RECORD. SAID AREA SHALL NOT BE AVAILABLE AS A REFERENCE LEGAL DESCRTIPTION IN ANY SUBSEQUENT REAL PROPERTY TRANSFER AFTER THE INITIAL TRANSFER ASSOCIATED WITH THIS AMENDED PLAT, UNLESS SAID AREA IS INCLUDED WITH OR EXCLUDED FROM ADJOINING TRACTS OF RECORD."

WE FURTHER CERTIFY THAT ANOTHER PURPOSE OF THIS SURVEY IS FOR AGGREGATION OF PARCELS OR LOTS WHEN A CERTIFICATE OF SURVEY OR SUBDIVISION PLAT SHOWS THAT THE BOUNDARIES OF THE ORIGINAL PARCELS HAVE BEEN ELIMINATED AND THE BOUNDARIES OF A LARGER AGGREGATE PARCEL ARE ESTABLISHED. A RESTRICTION OR REQUIREMENT ON THE ORIGINAL PLATTED LOT OR ORIGINAL UNPLATTED PARCEL CONTINUES TO APPLY TO THOSE AREAS, IN ACCORDANCE WITH SECTION 76-3-207(1)(f), MCA. LOT 5 OF BLOCK 48 IS BEING AGGREGATED INTO LOTS 4A AND 6A OF THIS SURVEY.

# CERTIFICATE OF EXCLUSION FROM D.E.Q. REVIEW

WE, THE UNDERSIGNED OWNERS OF THE PROPERTY HEREIN DESCRIBED, HEREBY CERTIFY THAT LOTS 4A AND 6A CREATED BY THIS AMENDED PLAT ARE EXCLUDED FROM D.E.Q. REVIEW IN ACCORDANCE WITH 17.36.605(2)(b), ARM, WHICH STATES: "A PARCEL THAT HAS A PREVIOUS APPROVAL ISSUED UNDER TITLE 76, CHAPTER 4, PART 1, MCA, IF: (i) NO FACILITIES OTHER THAN THOSE PREVIOUSLY APPROVED EXIST OR WILL BE CONSTRUCTED ON THE PARCEL; AND (ii) THE DIVISION OF LAND WILL NOT CAUSE APPROVED FACILITIES TO DEVIATE FROM THE CONDITIONS OF APPROVAL, IN VIOLATION OF 76-4-130 MCA:"

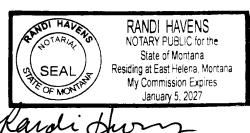
DATED THIS 31 DAY OF Quaret . 2024.

Mark Runkle, Managing Member MOUNTAIN VIEW MEADOWS, LLC

STATE OF MONTANA COUNTY OF LEWIS AND CLARK

ON THIS 21\_\_ DAY OF August\_, 2024, BEFORE ME PERSONALLY APPEARED

MARK RUNKLE, MANAGING MEMBER MOUNTAIN VIEW MEADOWS, LLC



NOTARY PUBLIC FOR THE STATE OF MONTANA

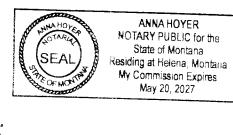
DEBORAH BJORNSON

STATE OF MONTANA COUNTY OF LEWIS AND CLARK

ON THIS 3 DAY OF September, 20 14, BEFORE ME PERSONALLY APPEARED

DEBORAH BJORNSON

NOTARY PUBLIC FOR THE STATE OF MONTANA



DATED THIS 26 DAY OF QUYU

GEOCODE: 05-1888-35-2-01-40-0000 ASSESSMENT CODE: 0000044732

CERTIFICATE OF COUNTY TREASURER

REASURED, LEWIS AND CLARK COUNTY, MONTANA

I HEREBY CERTIFY, PURSUANT TO SECTION 76-3-611(1)(b) MCA, THAT ALL REAL PROPERTY TAXES ARE PAID AND CURRENT FOR:

CERTIFICATE OF PLAT APPROVAL

THE CITY OF HELENA, LEWIS AND CLARK COUNTY, HEREBY APPROVES THIS AMENDED PLAT

CITY ENGINEER, CITY OF HELENA

DATED THIS 26+H DAY OF AUGUST , 2024.

COMMUNITY DEVELOPMENT DIVISION, CITY OF HELENA

CERTIFICATE OF EXAMINING LAND SURVEYOR

REVIEWED FOR ERRORS AND OMISSIONS IN CALCULATIONS AND DRAFTING

THIS 2134 DAY OF August- , 20 21
PURSUANT TO SECTION 76-3-611(2)(A), MCA

EXAMINING LAND SURVEYOR

REG. NO. 1224945

LEGEND

\_\_\_\_\_

100.00'(M)

NEW BOUNDARY, THIS SURVEY

ELIMINATED BOUNDARY, THIS SURVEY

MEASUREMENT, THIS SURVEY

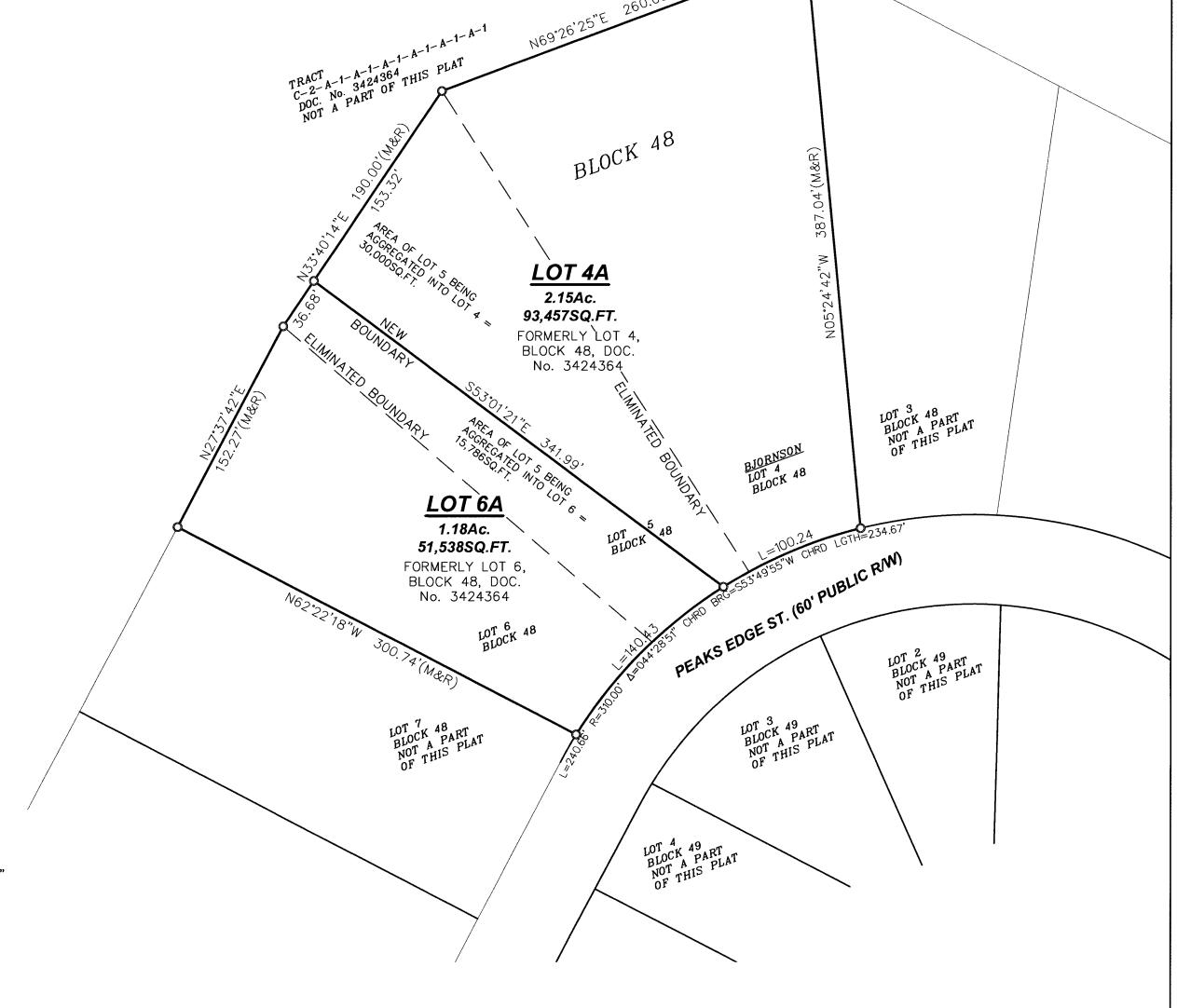
100.00'(R) MEASUREMENT OF RECORD, DOC. No. 3424364

5/8" X 24" REBAR W/ OPC MK'D "R. STAHLY 75890 LS"

BASIS OF BEARING

HELENA LOW DISTORTION PROJECTION:
GEODETIC NORTH OBTAINED BY GPS OBSERVATIONS
& OPUS PROCESSING

DATUM: NAD83(2011)(EPOCH 2010.00)
PROJECTION: TRANSVERSE MERCATOR
CENTRAL MERIDIAN: W 111°57'00"(-111.95°)
PROJECT ORIGIN LATITUDE: N 46°30'00"(46.5°)
SCALE FACTOR AT CENTRAL MERIDIAN: 1.000191
FALSE NORTHING: 1000,000.00 IFT (30,480m)
FALSE EASTING: 200,000.00 IFT (60,960m)





STAHLY ENGINEERING & ASSOCIATES
PROFESSIONAL ENGINEERS & SURVEYORS

www.seaeng.com

BILLINGS Phone:(406)601-4055 BOZEMAN

Phone:(406)522-9526

CODY Phone:(307)509-5541 3530 CENTENNIAL DR. HELENA, MT 59601 Phone: (406)-442-8594 AMENDED PLAT

COUNTY: LEWIS AND CLARK PRINCIPAL MERIDIAN, MONTANA

AMENDED PLAT

1/4 SEC T R 1/4 SEC T R CHECKED: RJS DATE: 8/16/2024

SHEET 1 OF 1

3427258 COS 09/03/2024 12:19 PM Pages: 1 of 1 Fees: 166.00

# PLAT OF THE PEAKS PHASE 1 OF THE CROSSROADS AT MOUNTAIN VIEW MEADOWS SUBDIVISION

SUBDIVIDING TRACT 2-A-1 OF THE PLAT OF ANTELOPE TRACE PHASE 2, DOC. NO. 3206220, PORTIONS OF TRACT C-2-A-1-A-1-A-1-A-1-A-1-A OF AMENDED PLAT DOC. NO. 3419732, AND TRACT 1-A-1-A OF THE PLAT OF COMMERCIAL 5, ALL OF THE CROSSROADS AT MOUNTAIN VIEW MEADOWS SUBDIVISION, LOCATED WITHIN SECTION 35, TOWNSHIP 10 NORTH, RANGE 3 WEST, P.M.M., LEWIS & CLARK COUNTY, MONTANA

# PURPOSE OF SURVEY

SUBDIVIDING TRACT 2-A-1 OF THE PLAT OF ANTELOPE TRACE PHASE 2, DOC. NO. 3206220, PORTIONS OF TRACT C-2-A-1-A-1-A-1-A-1-A-1-A OF AMENDED PLAT DOC. NO. 3419732, AND TRACT 1-A-1-A OF THE PLAT OF COMMERCIAL 5, ALL OF THE CROSSROADS AT MOUNTAIN VIEW MEADOWS SUBDIVISION.

DATE OF SURVEY

BASIS OF BEARING

OWNERS OF THE TRACTS

MOUNTAIN VIEW MEADOWS, LLC

(FORMERLY R AND D PARTNERSHIP)

HELENA LOW DISTORTION PROJECTION

LOT AND TRACT AREA INFORMATION				
TYPE	NUMBER OF LOTS/TRACTS	AREA(AC.)		
RESIDENTIAL	72	35.44		
OPEN SPACE	5	4.17		
RIGHT-OF-WAY	_	13.53		
TRACTS	2	241.14		
TOTAL	_	294.28		

PHYSICAL AND LEGAL ACCESS

WAR EAGLE STREET, PEAKS EDGE STREET, PEAKS AVENUE, LONE CHIEF LOOP, LONE CHIEF STREET, CROW PEAK AVENUE, CAYUSE AVENUE, TWILIGHT STREET, RUNKLE PARKWAY, MOUNT BALDY STREET, AND ALL ALLEYS SHOWN ON THIS SUBDIVISION PLAT WILL PROVIDE PHYSICAL AND LEGAL ACCESS TO ALL LOTS AND TRACTS WITHIN THE PEAKS PHASES 1 FROM JEANNETTE RANKIN DRIVE, ELOUISE COBELL STREET, STACIA AVENUE, RYLAND AVENUE, TWILIGHT STREET, AND RUNKLE PARKWAY.

# PARK DEDICATION

LOT 2 OF BLOCK 21, LOT 6 OF BLOCK 26 AND LOT 8 OF BLOCK 51 DESIGNATED AS OPEN SPACE AS SHOWN HEREON ARE TO SATISFY PARK DEDICATION REQUIREMENT IN ACCORDANCE WITH 76-3-621, M.C.A., AND WILL BE OWNED AND MAINTAINED BY THE MOUNTAIN VIEW MEADOWS HOMEOWNERS ASSOCIATION.

# RESTRICTIVE COVENANTS

RESTRICTIVE COVENANTS EXIST FOR THE LAND WITHIN THIS SUBDIVISION AND ARE RECORDED IN

BOOK\_\_\_\_\_, PAGE\_\_\_\_, ON FILE AT THE LEWIS AND CLARK COUNTY CLERK AND RECORDER'S OFFICE.

# LAND DESCRIPTION: TRACT 1-A-1-A-1

A TRACT OF LAND LOCATED WITHIN THE N1/2 OF SECTION 35, TOWNSHIP 3 NORTH, RANGE 3 WEST, PMM, LEWIS AND CLARK COUNTY, MONTANA; MORE PARTICULARLY DESCRIBED AS FOLLOWS:

TRACT 1-A-1-A OF THE PLAT OF THE COMMERCIAL 5 AT MOUNTAIN VIEW MEADOWS SUBDIVISION EXCEPTING PEAKS PHASE 1 AS SHOWN ON THIS SUBDIVISION PLAT; CONTAINING 17.94 ACRES, MORE OR LESS, ALONG WITH AND SUBJECT TO ALL EASEMENTS OF RECORD OR APPARENT ON THE GROUND.

# LAND DESCRIPTION: TRACT C-2-A-1-A-1-A-1-A-1-A-1

A TRACT OF LAND LOCATED WITHIN THE S1/2 OF SECTION 35, TOWNSHIP 3 NORTH, RANGE 3 WEST, PMM, LEWIS AND CLARK COUNTY, MONTANA; MORE PARTICULARLY DESCRIBED AS FOLLOWS:

TRACT C-2-A-1-A-1-A-1-A-1-A-1-A OF AMENDED PLAT DOCUMENT NO. 3419732 EXCEPTING PEAKS PHASE 1 AS SHOWN ON THIS SUBDIVISION PLAT; CONTAINING 223.21 ACRES, MORE OR LESS, ALONG WITH AND SUBJECT TO ALL EASEMENTS OF RECORD OR APPARENT ON THE GROUND.

# CERTIFICATE OF SURVEYOR

I, RYLAN J STAHLY, A LICENSED PROFESSIONAL LAND SURVEYOR IN THE STATE OF MONTANA, HEREBY CERTIFY THAT THE SURVEY SHOWN ON THIS SUBDIVISION PLAT WAS MADE UNDER MY DIRECT SUPERVISION.

I FURTHER CERTIFY, IN ACCORDANCE WITH 24.183.1101(1)(d), ARM, I WILL SET MONUMENTS, THE PLACEMENT OF WHICH WILL BE DEFERRED BECAUSE OF THE INSTALLATION OF IMPROVEMENTS, WITHIN 240 DAYS OF THE FILING OF THIS AMENDED PLAT.

DATED THIS  $31^{51}$  DAY OF \_\_\_\_\_MAY\_\_\_\_\_\_, 20.24\_.

RYLAN J. STAHLY, MONTANA REG. NO. 75890 LS



CERTIFICATE OF DEDICATION

I, THE UNDERSIGNED OWNER OF THE PROPERTY DESCRIBED, DO HEREBY CERTIFY THAT I HAVE CAUSED TO BE SURVEYED, SUBDIVIDED, AND PLATTED INTO LOTS, BLOCKS, STREETS AND ALLEYS AS SHOWN BY THE PLAT HERETO ANNEXED THE FOLLOWING DESCRIBED TRACT OF LAND IN THE CITY OF HELENA, LEWIS AND CLARK COUNTY, TO WIT:

TRACT 2-A-1 OF THE PLAT OF ANTELOPE TRACE PHASE 2, DOC. NO. 3206220, A PORTION OF TRACT C-2-A-1-A-1-A-1-A-1-A-1-A-1-A OF AMENDED PLAT DOC. NO. 3419732, AND A PORTION OF TRACT 1-A-1-A OF THE PLAT OF COMMERCIAL 5, ALL OF THE CROSSROADS AT MOUNTAIN VIEW MEADOWS SUBDIVISION, LOCATED WITHIN SECTION 35, TOWNSHIP 10 NORTH, RANGE 3 WEST, P.M.M., LEWIS & CLARK COUNTY, MONTANA; MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE WESTERLY MOST CORNER OF LOT 10, BLOCK 26 OF THE PLAT OF ANTELOPE TRACE PHASE 1 AT MOUNTAIN VIEW MEADOWS SUBDIVISION, DOC. NO. 3173428; THENCE SOUTH 48'56'44" EAST, 577.83 FEET ALONG THE SOUTHWESTERLY BOUNDARY OF SAID SUBDIVISION TO THE SOUTHEASTERLY RIGHT—OF—WAY BOUNDARY OF TWILIGHT STREET; THENCE NORTH 41'03'16" EAST, 100.17 FEET ALONG SAID RIGHT—OF—WAY TO THE SOUTHWESTERLY BOUNDARY OF THE PLAT OF ANTELOPE TRACE PHASE 3 AT MOUNTAIN VIEW MEADOWS SUBDIVISION; THENCE THROUGH THE FOLLOWING FOUR (4) COURSES ALONG THE BOUNDARY OF SAID SUBDIVISION: 1.) SOUTH 48'54'55" EAST, 257.45 FEET; 2.) SOUTH 46'10'10" EAST, 98.72 FEET TO A NON—TANGENT CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 968.09 FEET, CENTRAL ANGLE OF 22'01'32", AND CHORD THAT BEARS NORTH 54'40'44" EAST, 369.87 FEET; 3.) NORTHEASTERLY 372.15 FEET ALONG SAID CURVE TO A POINT OF NON—TANGENCY; 4.) NORTH 65'47'06" EAST, 150.00 FEET TO THE SOUTHWESTERLY RIGHT—OF—WAY BOUNDARY OF ALICE STREET; THENCE SOUTH 24'17'10" EAST, 101.55 FEET; THENCE SOUTH 68'34'54" WEST, 168.66 FEET TO A NON—TANGENT CURVE CONCAVE TO THE SOUTHWESTERLY 378.89 FEET ALONG SAID CURVE; THENCE SOUTH 40'55'56" WEST, 818.90 FEET; THENCE NORTH 49'04'04" WEST, 79.00 FEET; THENCE NORTH 62'22'18" WEST, 315.21 FEET; THENCE NORTH 43'56'13" WEST, 63.25 FEET; THENCE NORTH 62'22'18" WEST, 200.00 FEET; THENCE NORTH 82'39'43" WEST, 63.97 FEET;

THENCE NORTH 62°22'18" WEST, 100.00 FEET; THENCE NORTH 62°55'21" WEST, 120.01 FEET; THENCE NORTH 62°22'18" WEST, 179.00 FEET; THENCE NORTH 50°05'16" WEST, 63.45 FEET; THENCE NORTH 62°22'18" WEST, 150.00 FEET; THENCE SOUTH 27°37'42" WEST, 20.00 FEET; THENCE NORTH 62°22'18" WEST, 150.00 FEET; THENCE NORTH 62°22'18" WEST, 300.00 FEET; THENCE NORTH 27°37'42" EAST, 572.27 FEET; THENCE NORTH 33°40'14" EAST, 190.00 FEET; THENCE NORTH 69°26'25" EAST, 260.00 FEET

THENCE SOUTH 62°22'18" EAST, 514.16 FEET; THENCE NORTH 29°50'11" EAST, 763.74 FEET; THENCE NORTH 33°50'11" EAST, 39.92 FEET; THENCE NORTH 69°36'19" WEST, 146.27 FEET; THENCE NORTH 25°07'46" EAST, 194.15 FEET; THENCE NORTH 11°29'52" EAST, 97.40 FEET;

THENCE NORTH 04'37'30" EAST, 60.21 FEET; THENCE NORTH 00'10'19" WEST, 244.94 FEET; THENCE SOUTH 89'52'19" WEST, 120.15 FEET; THENCE NORTH 00'07'19" WEST, 71.16 FEET; THENCE NORTH 89'52'19" EAST, 72.98 FEET TO A CURVE CONCAVE TO THE SOUTHWEST HAVING A RADIUS OF 331.00 FEET, CENTRAL ANGLE OF 36'09'17", AND A CHORD THAT BEARS SOUTH 72'03'02" EAST, 205.42 FEET THENCE SOUTHEASTERLY 208.87 FEET ALONG SAID CURVE TO A POINT OF NON-TANGENCY; THENCE NORTH 37'41'16" EAST, 100.73 FEET TO A NON-TANGENT CURVE CONCAVE TO THE SOUTHWEST HAVING A RADIUS OF 470.47 FEET, CENTRAL ANGLE OF 55'16'35", AND A CHORD THAT BEARS SOUTH 30'38'39" EAST, 436.49 FEET; THENCE SOUTHEASTERLY 453.89 FEET ALONG SAID CURVE TO A POINT OF NON-TANGENCY AND THE EASTERLY BOUNDARY OF TRACT 1-A-1-A OF THE COMMERCIAL 5 AT MOUNTAIN VIEW MEADOWS SUBDIVISION; THENCE SOUTH 29'50'29" WEST, 492.70 FEET ALONG SAID BOUNDARY; THENCE SOUTH 29'50'35" WEST, 184.00 FEET TO THE SOUTHERLY RIGHT-OF-WAY BOUNDARY OF RYLAND AVENUE; THENCE THROUGH THE FOLLOWING THREE (3) COURSES ALONG SAID RIGHT-OF-WAY: 1.) SOUTH 69'32'41" EAST, 58.98 FEET TO A CURVE CONCAVE TO THE SOUTHWEST HAVING A RADIUS OF 270.00 FEET, CENTRAL ANGLE OF 01'59'02", AND CHORD THAT BEARS SOUTH 68'33'10" EAST, 9.35 FEET; 2.) SOUTHEASTERLY 9.35 FEET ALONG SAID CURVE; 3.) SOUTH 67'33'38" EAST, 53.00 FEET TO THE WESTERLY BOUNDARY OF LOT 4, BLOCK 24 OF THE PLAT OF ANTELOPE TRACE PHASE 2 AT THE MOUNTAIN VIEW MEADOWS SUBDIVISION, DOC. NO. 3206220; THENCE SOUTH 29'50'35" WEST, 103.13 FEET ALONG SAID BOUNDARY TO THE NORTHWESTERLY CORNER OF THE PLAT OF RATELOPE TRACE PHASE 1 AT THE MOUNTAIN VIEW MEADOWS SUBDIVISION, DOC. NO. 3173428; THENCE SOUTH 28'49'06" WEST, 406.78 FEET ALONG SAID BOUNDARY; THENCE SOUTH 27'57'33" WEST, 61.52 FEET ALONG SAID BOUNDARY TO THE POINT OF BEGINNING; CONTAINING 53.14 ACRES, MORE OR LESS, TOGETHER WITH ALL EASEMENTS.

THE ABOVE DESCRIBED TRACT OF LAND IS TO BE KNOWN AS THE PEAKS PHASE 1 OF THE CROSSROADS AT MOUNTAIN VIEW MEADOWS SUBDIVISION. THE LANDS SHOWN ON THIS PLAT AS BEING DEDICATED TO THE USE OF THE PUBLIC, INCLUDING STREETS, ALLEYS, EASEMENTS, PARKS, AND OTHER PUBLIC IMPROVEMENTS, IS HEREBY DEDICATED, GRANTED AND DONATED TO THE CITY OF HELENA FOR SUCH USE.

# CERTIFICATE OF EXCLUSION FROM D.E.Q. REVIEW - PEAKS PHASE 1

I, THE UNDERSIGNED OWNER OF THE PROPERTY HEREIN DESCRIBED, HEREBY CERTIFY THAT LOTS WITHIN THE PEAKS PHASE 1 CREATED BY THIS SUBDIVISION PLAT ARE EXEMPT FROM D.E.Q. REVIEW IN ACCORDANCE WITH 76-4-125(1)(d)(i), M.C.A. BECAUSE THEY ARE LOCATED WITHIN THE JURISDICTIONAL AREA OF THE CITY OF HELENA, WHICH HAS ADOPTED A GROWTH POLICY PURSUANT TO TITLE 76, CHAPTER 1, M.C.A. AND WHICH IS A FIRST CLASS MUNICIPALITY. THE CITY COMMISSION HAS CERTIFIED TO D.E.Q. PURSUANT TO 76-4-127 M.C.A., THAT ADEQUATE STORM WATER DRAINAGE AND ADEQUATE MUNICIPAL FACILITIES WILL BE PROVIDED.

# CERTIFICATE OF EXCLUSION FROM D.E.Q. REVIEW - TRACT C-2-A-1-A-1-A-1-A-1-A-1-A-1

I, THE UNDERSIGNED OWNER, HEREBY CERTIFY THAT TRACT C-2-A-1-A-1-A-1-A-1-A-1-A-1 IS EXCLUDED FROM D.E.Q. REVIEW IN ACCORDANCE WITH 76-4-103, M.C.A., WHICH STATES: "WHAT CONSTITUTES A SUBDIVISION. THE PLAT FOR A SUBDIVISION MUST SHOW ALL PARCELS, WHETHER CONTIGUOUS OR NOT. A PARCEL THAT IS 20 ACRES OR MORE IN SIZE, EXCLUSIVE OF PUBLIC ROADWAYS, IS NOT SUBJECT TO REVIEW UNDER THIS PART UNLESS THE PARCEL PROVIDES TWO OR MORE PERMANENT SPACES FOR RECREATIONAL CAMPING VEHICLES OR MOBILE HOMES, THE RENTAL OR LEASE OF ONE OR MORE PARTS OF A SINGLE BUILDING, STRUCTURE, OR OTHER IMPROVEMENT, WHETHER EXISTING OR PROPOSED, IS NOT A SUBDIVISION, AS THAT TERM IS DEFINED IN THIS PART, AND IS NOT SUBJECT TO THE REQUIREMENTS OF THIS PART."

# CERTIFICATE OF EXCLUSION FROM D.E.Q. REVIEW - TRACT 1-A-1-A-1

I, THE UNDERSIGNED OWNER, HEREBY CERTIFY THAT TRACT 1-A-1-A-1 IS EXCLUDED FROM D.E.Q. REVIEW IN ACCORDANCE WITH 17.36.605(2)(a), ARM, WHICH STATES: "A PARCEL THAT HAS NO FACILITIES FOR WATER SUPPLY, WASTEWATER DISPOSAL, STORM DRAINAGE, OR SOLID WASTE DISPOSAL, IF NO FACILITIES WILL BE CONSTRUCTED ON THE PARCEL"

DATED THIS <u>300</u> DAY OF <u>June</u>, 20 24.

MARK RUNKLE, MANAGING MEMBER MOUNTAIN VIEW MEADOWS, LLC

STATE OF MONTANA COUNTY OF LEWIS AND CLARK

ON THIS 3rd DAY OF June , 2025 BEFORE ME PERSONALLY APPEARED

MARK RUNKLE,
KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE ABOVE INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME.

RANDI HAVENS
NOTARY PUBLIC for the
State of Montana
Residing at East Helena, Montana
My Commission Expires
January 5, 2027

Pandi Hwm.
NOTARY PUBLIC FOR THE STATE OF MONTANA.

STAHLY

1970

1970

STAHLY ENGINEERING & ASSOCIATES

PROFESSIONAL ENGINEERS & SURVEYORS

www.seaeng.com

2223 MONTANA AVE. 3530 CENTENNIAL DR. 851 BRIDGER DR. STE. 1
STE. 201 HELENA, MT 59601 BOZEMAN, MT 59715
BILLINGS, MT 59101 Phone: (406)442-8594 Phone: (406)522-8594
Phone: (406)601-4055 Fax: (406)442-8557 Fax: (406)522-9528

COUNTY: LEWIS & CLARK

PRINCIPAL MERIDIAN,
MONTANA

CERTIFICATE OF COUNTY TREASURER

TREASURER, LEWIS AND CLARK COUNTY. MONTANA

CERTIFICATE OF FINAL PLAT APPROVAL

DATED THIS \_ DAY OF \_\_\_\_\_\_, 2024\_\_\_\_\_\_

DATED THIS \_\_\_\_\_, 20\_\_\_\_\_,

DATED THIS 5th DAY OF Jone, 20 24

CERTIFICATE OF EXAMINING LAND SURVEYOR

THIS  $\frac{31\text{st}}{}$  DAY OF  $\frac{}{}$  DAY  $\frac{}{}$  20 $\frac{24}{}$  .

PURSUANT TO SECTION 76-3-611(2)(a), MCA.

- Jum E Sh

REG. NO. \_\_\_\_\_

SHEET INDEX

SHEET 1

SHEET 2

SHEET 3-4

EXAMINING LAND SURVEYOR

REVIEWED FOR ERRORS AND OMISSIONS IN CALCULATIONS AND DRAFTING

CERTIFICATIONS (THIS SHEET)

PEAKS PHASE 1

SUBDIVISION OVERVIEW-PERIMETER

COMMUNITY DEVELOPMENT, CITY OF HELENA

PROPOSED SUBDIVISION ARE DELINQUENT.

PROPERTY GEO-CODE

PROPERTY GEO-CODE

PROPERTY GEO-CODE

ASSESSORS CODE

ASSESSORS CODE

ASSESSORS CODE

FOR PUBLIC USE.

CITY CLERK, CITY OF HELENA

CITY ENGINEER, CITY OF HELENA

I HEREBY CERTIFY, PURSUANT TO SECTION 76-3-611(1)(b), MCA, THAT NO REAL PROPERTY TAXES

ASSESSED AND LEVIED ON THE LAND DESCRIBED ON THIS FINAL PLAT AND ENCOMPASSED BY THE

05-1888-35-2-01-40-0000

05-1888-35-2-14-01-0000

05-1888-35-3-13-01-0000

THE CITY COMMISSION OF HELENA. MONTANA, HEREBY CERTIFIES THAT IT HAS EXAMINED THIS

THE CITY COMMISSION OF HELENA, LEWIS AND CLARK COUNTY, HEREBY APPROVES THIS PLAT

THE CITY COMMISSION HEREBY ACCEPTS THE DEDICATION, GRANT AND DONATION, TO THE CITY OF

HELENA, ANY AND ALL LANDS SHOWN ON THIS PLAT AS BEING DEDICATED TO THE CITY OF HELENA

0000044732

0000045444

0000045765

SUBDIVISION PLAT AND HAS FOUND THE SAME TO CONFORM TO LAW.

SUBDIVISION PLAT

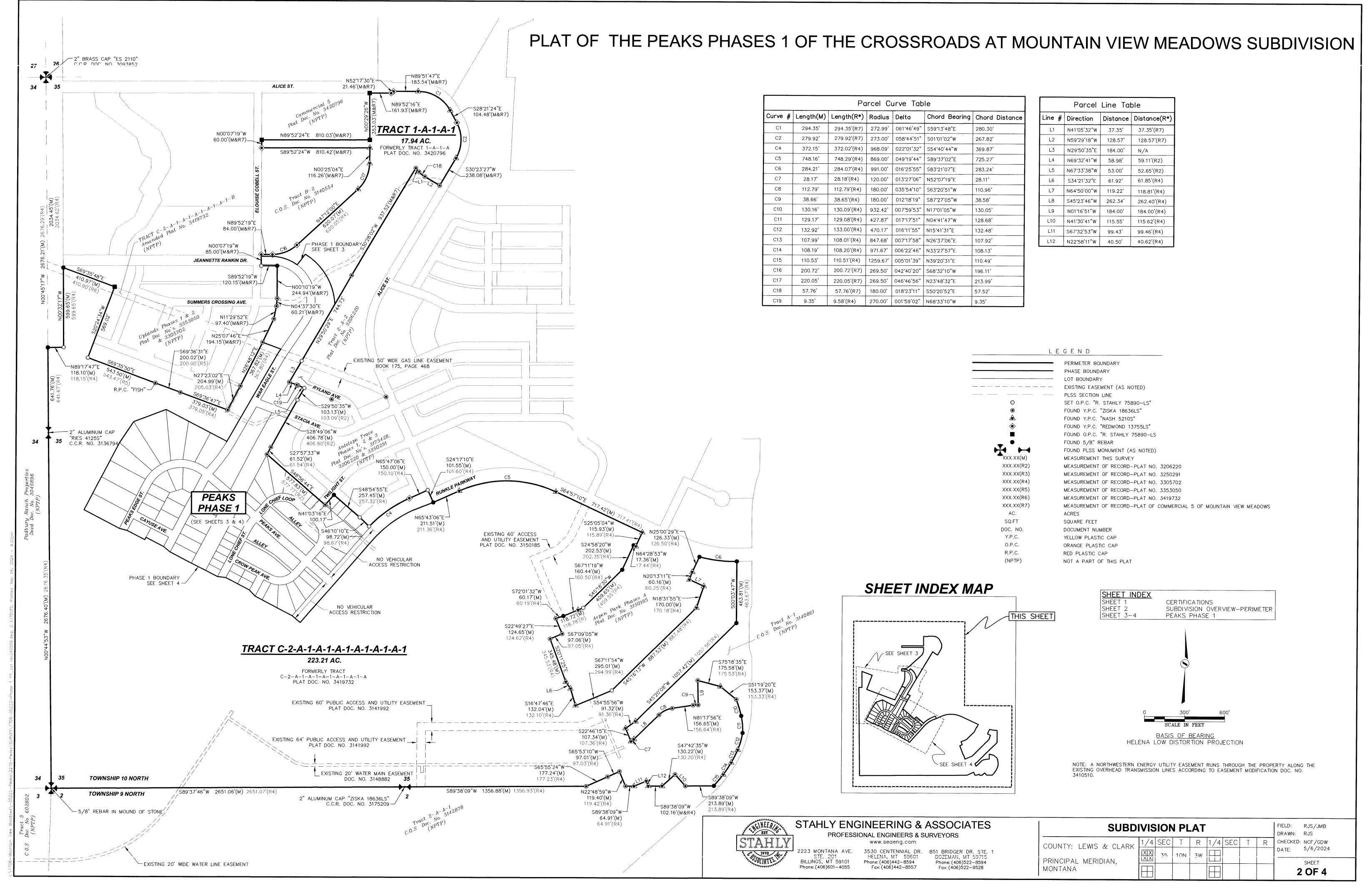
& CLARK | 1/4 SEC | T | R | 1/4 SEC | T | R | DRAWN: RJS | CHECKED: NCF/GDW | DATE: 5/6/2024

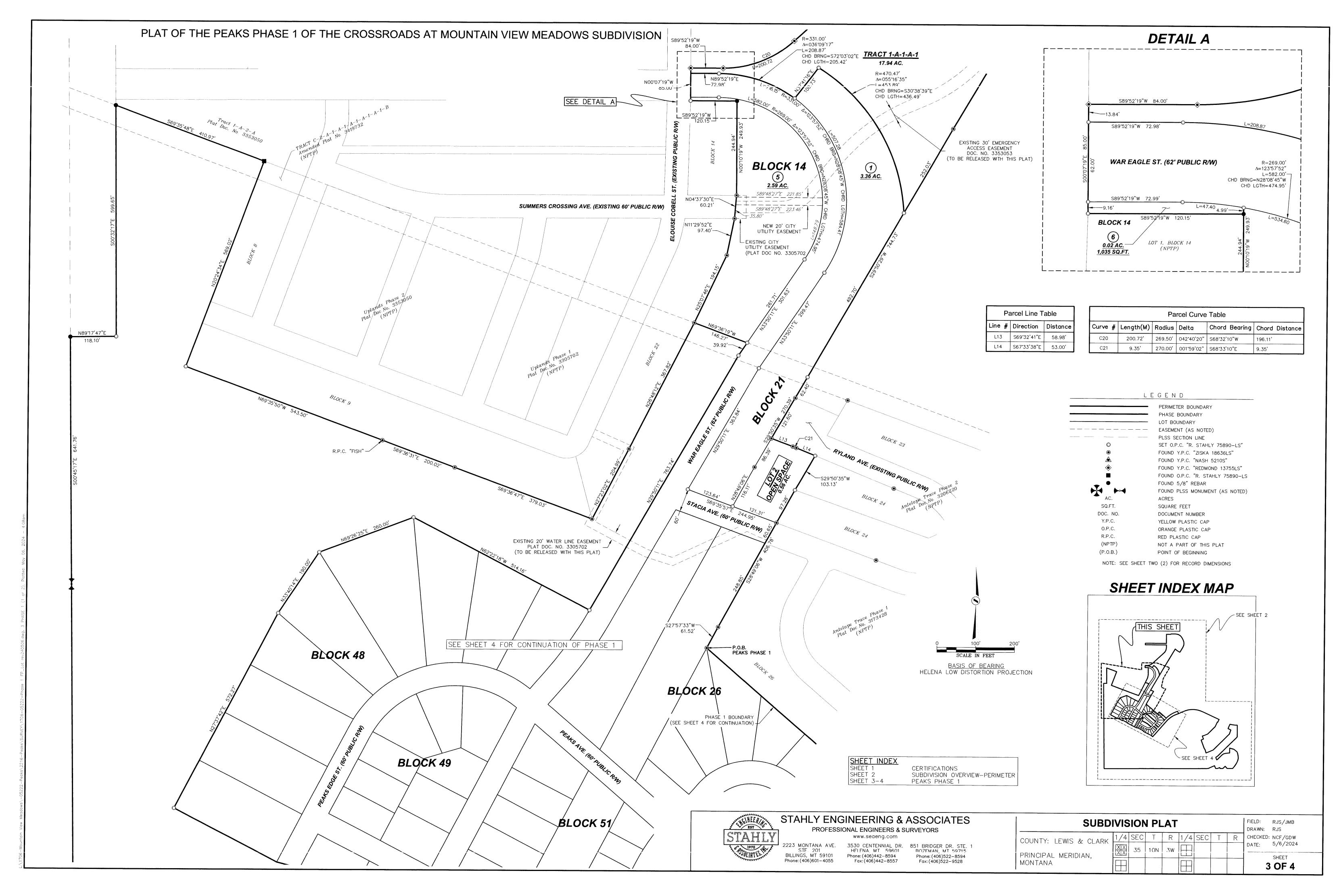
Page 303 of 371

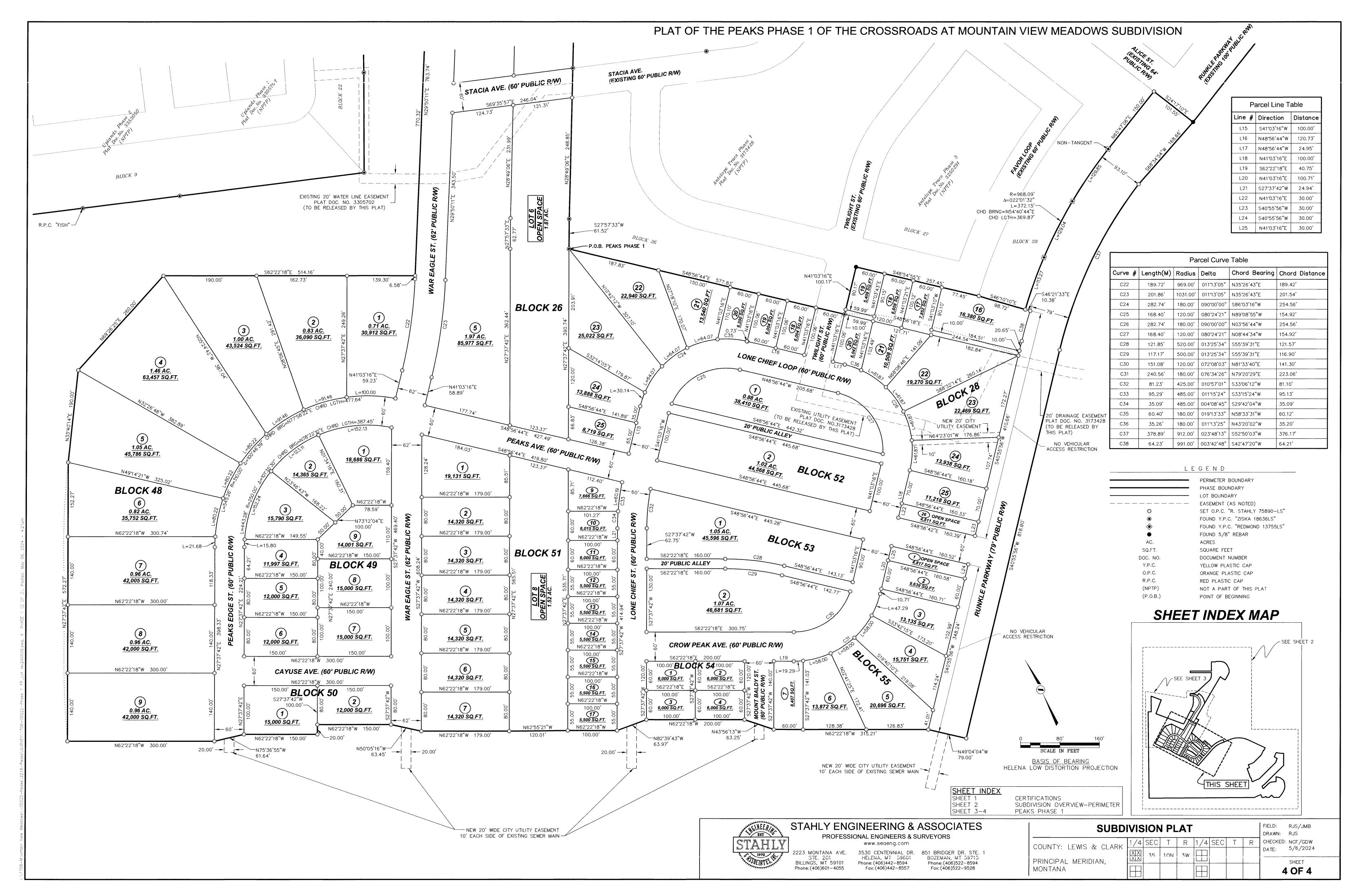
3424364 SUB 06/13/2024 10 06 AM Pages 1 of 4 Fees 404 50 Amy Reeves Clerk & Recorder Lewis & Clark MT

SHEET

1 OF 4









#### WARRANTY DEED

For Value Received Wayne H. Miller and Ann E. Miller the grantor (s) do (es) hereby grant, bargain, sell and convey unto

R & D Partners, LLC

The grantees, the following described premises, in LEWIS AND CLARK County, Montana, to-wit:

Tract "A", "B", "C" and "D", being located in Section 35, Township 10 North, Range 3 West, M.P.M. Lewis and Clark County, Montana as shown as Certificate of Survey filed under Document Number 3013399.

TO HAVE AND TO HOLD the same premises, with the appurtenances unto the said Grantees, his/her/their heirs and assigns forever. And the said Grantor(s) do(es) hereby covenant to and with the said Grantees, that (t)he(y) the owner(s) in fee simple of said premises; that they are free from all encumbrance. SUBJECT to all legal taxes and assessments levied with respect to said premises and that (t)he(y) will warrant and defend the same from all lawful claims whatsoever.

Dated 10-15-03

Wayne M. Miller

1

Ann E. Miller

STATE OF MONTANA, COUNTY OF LEWIS AND CLARK

On this th day of \_\_\_\_\_\_\_, 2003 before me a notary public in and for said State, personally appeared <u>Wayne H.</u>

<u>Miller and Ann E. Miller</u> known to me to be the person(s) whose name(s) are/is subscribed to the within instrument and acknowledged to me that he/she/they executed the same.

> RITA M. GOWEN NOTARY PUBLIC for the State of Montana Residing at Helena, Montana My Commission Expires November 28, 2003

#### AND WHEN RECORDED MAIL TO:

Filed for Record at Request of:

Space Above This Line for Recorder's Use Only

Flying S Title and Escrow of Montana, Inc.

Order No.: 1150534 Parcel No.: 44732

### **WARRANTY DEED**

FOR VALUE RECEIVED,

### Mountain View Meadows, LLC, who acquired title as R & D Partners, LLC

hereinafter called Grantor(s), do(es) hereby grant, bargain, sell and convey unto

### **Deborah Bjornson**

whose address is: 22726 SW Johnson Rd West, Linn, OR 97068

Hereinafter called the Grantee, the following described premises situated in **Lewis and Clark** County, **Montana**, to-wit:

Lot 4A in Block 48 of the Amended Plat Amending Lots 4, 5, and 6, Block 48 of The Peaks - Phase 1 of the Crossroads At Mountain View Meadows Subdivision, Lewis and Clark County, Montana, as shown on Amended Plat filed under Document Number

SUBJECT TO covenants, conditions, restrictions, provisions, easements and encumbrances apparent or of record.

TO HAVE AND TO HOLD the said premises, with its appurtenances unto the said Grantees and to the Grantee's heirs and assigns forever. And the said Grantor does hereby covenant to and with the said Grantee, that the Grantor is the owner in fee simple of said premises; that said premises are free from all encumbrances except current years taxes, levies, and assessments, and except U.S. Patent reservations, restrictions, easements of record, and easements visible upon the premises, and that Grantor will warrant and defend the same from all lawful claims whatsoever.

Page 1 of 2

3427259 B: M63 P: 5136 DEED 09/03/2024 12:19 PM Pages: 1 of 2 Fees: 16.00 Amy Reeves Clerk & Recorder, Lewis & Clark MT

# 3427259 B: M63 P: 5136 DEED 09/03/2024 12:19:00 PM Page 2 of 2 Fees: \$16.00

Dated: 8-27-24

Mountain View Meadows, LLC, who acquired title as R & D Partners, LLC

Title: Managing Member

STATE OF

Montana

) SS.

COUNTY OF

Lewis and Clark )

This instrument was acknowledged before me on , by Mark L. Runkle, member of Mountain View Meadows, LLC.

ANNA HOYER NOTARY PUBLIC for the State of Montana Residing at Helena, Montana My Commission Expires May 20, 2027

Notary Public for the State of Montana Residing at:

My Commission Expires:

3427033 B: M63 P: 4941 DEED 08/28/2024 01:05:50 PM Page 1 of 2 Fees: \$16.00 Amy Reeves, County Recorder Lewis & Clark County, MT

L&C \\S 253 \S
Return to
Flying S Title & Escrow
PO Box 251
Helena, MT 59624

### AND WHEN RECORDED MAIL TO:

Filed for Record at Request of:

Space Above This Line for Recorder's Use Only

Flying S Title and Escrow of Montana, Inc.

Order No.: 1152535 Parcel No.: 44732

# WARRANTY DEED (Joint Tenancy)

FOR VALUE RECEIVED,

Mountain View Meadows, LLC, who acquired title as R & D Partners, LLC

hereinafter called Grantor(s), do(es) hereby grant, bargain, sell and convey unto

#### Michael Browne and Rita Browne

whose address is: 585 Peaks Edge Street, Helena, MT 59601

hereinafter called Grantees, as joint tenants (and not as tenants in common) and to the survivor of said named joint tenants, and to the heirs and assigns of such survivor, the following described premises, in **Lewis and Clark** County, **Montana**, to-wit:

Lot 1 in Block 50 of The Peaks Phase 1 of the Crossroads At Mountain View Meadows Subdivision, Lewis and Clark County, Montana, as shown on plat filed under Document Number 3424364.

SUBJECT TO Covenants, Conditions, Restrictions, Provisions, Easements and encumbrances apparent or of record.

TO HAVE AND TO HOLD, the said premises, with its appurtenances unto the said Grantees, as joint tenants with the right of survivorship (and not as tenants in common) and to the heirs and assigns of the survivor of said named tenants forever. And the said Grantor(s) do(es) hereby covenant to and with Grantees, he(she or they) is/are the owner(s) in fee simple of said premises; that they are free from all encumbrances except for taxes and assessments for current and subsequent years and he (she or they) will warrant and defend same from all lawful claims whatsoever.

Dated: August 27 , 2024

Mountain View Meadows, LLC, who acquired title as R & D Partners, LLC

Name: Mark L. Runkle Title: Managing Member

STATE OF

Montana

) SS.

**COUNTY OF** 

Lewis and Clark

This instrument was acknowledged before me on August 27, 2024, by Mark L. Runkle, member of Mountain View Meadows, LLC.

ANNA HOYER
NOTARY PUBLIC for the
State of Montana
Residing at Helena, Montana
My Commission Expires
May 20, 2027

Notary Public for the State of Montana

Residing at:

My Commission Expires:

3424805 B: M63 P: 3034 DEED 06/26/2024 09:44:31 AM Page 1 of 2 Fees: \$16.00 Amy Reeves, County Recorder Lewis & Clark County, MT

L&C | IUSISO

Return to
Flying S Title & Escrow
PO Box 251
Helena, MT 59624

#### AND WHEN RECORDED MAIL TO:

Filed for Record at Request of:

Space Above This Line for Recorder's Use Only

Flying S Title and Escrow of Montana, Inc.

Order No.: 1145150 Parcel No.: 44732

# WARRANTY DEED (Joint Tenancy)

FOR VALUE RECEIVED,

Mountain View Meadows, LLC, who acquired title as R & D Partners, LLC

hereinafter called Grantor(s), do(es) hereby grant, bargain, sell and convey unto

**Anthony Kolnik and Teresa J. Kolnik** 

whose address is: 575 Peaks Edge Street, Helena, MT 59601

hereinafter called Grantees, as joint tenants (and not as tenants in common) and to the survivor of said named joint tenants, and to the heirs and assigns of such survivor, the following described premises, in **Lewis and Clark** County, **Montana**, to-wit:

Lot 6 in Block 49 of The Peaks Phase 1 of the Crossroads At Mountain View Meadows Subdivision, Lewis and Clark County, Montana, as shown on plat filed under Document Number 3424364.

SUBJECT TO Covenants, Conditions, Restrictions, Provisions, Easements and encumbrances apparent or of record.

TO HAVE AND TO HOLD, the said premises, with its appurtenances unto the said Grantees, as joint tenants with the right of survivorship (and not as tenants in common) and to the heirs and assigns of the survivor of said named tenants forever. And the said Grantor(s) do(es) hereby covenant to and with Grantees, he(she or they) is/are the owner(s) in fee simple of said premises; that they are free from all encumbrances except for taxes and assessments for current and subsequent years and he (she or they) will warrant and defend same from all lawful claims whatsoever.

Dated: 4 34 24 , 2024

Mountain View Meadows, LLC, who acquired title as R & D Partners, LLC

Name: Mark L. Runkle Title: Managing Member

STATE OF Montana )
SS.
COUNTY OF Lewis and Clark )

This instrument was acknowledged before me on \_\_\_\_\_\_, 2024, by Mark L. Runkle, member of Mountain View Meadows, LLC.

ANNA HOYER
NOTARY PUBLIC for the
State of Montana
Residing at Helena, Montana
My Commission Expires
May 20, 2027

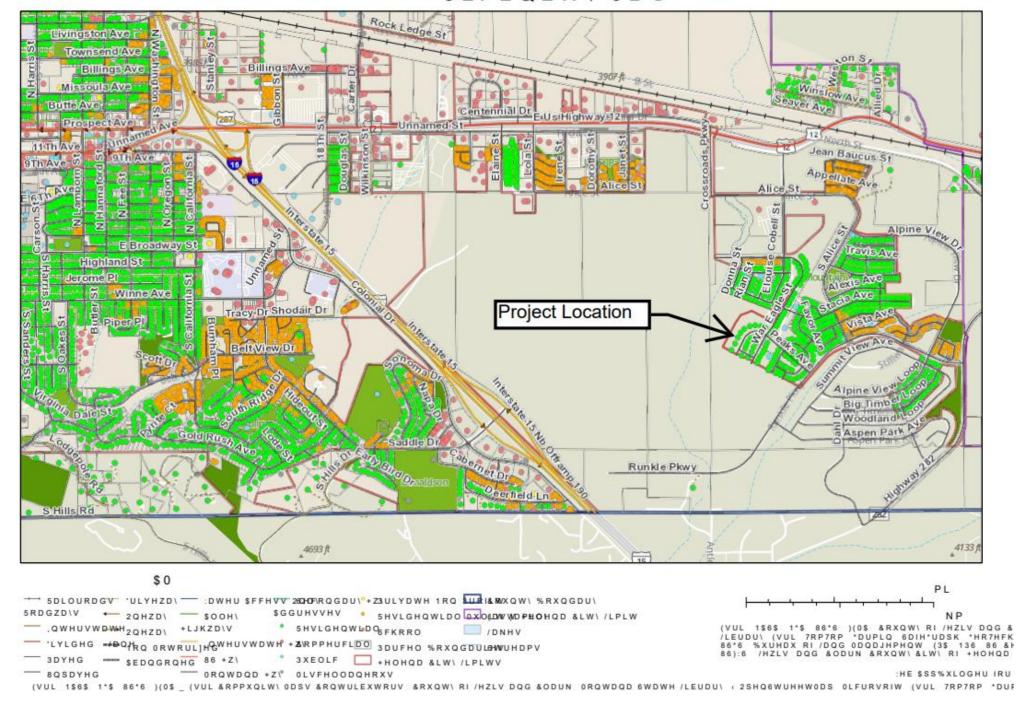
Notary Public for the State of Montana Residing at:

My Commission Expires:

3.0

**MAPS** 

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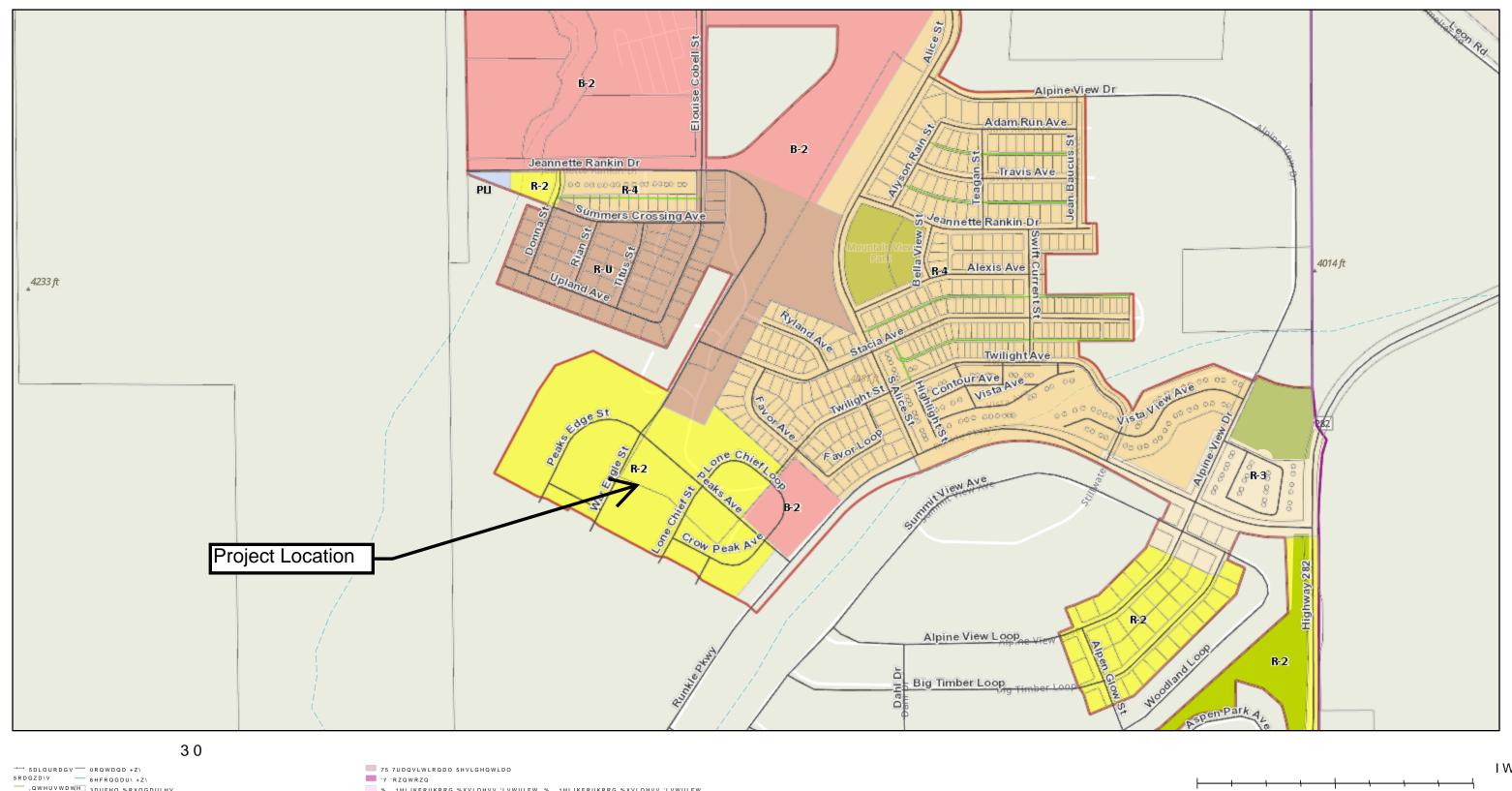
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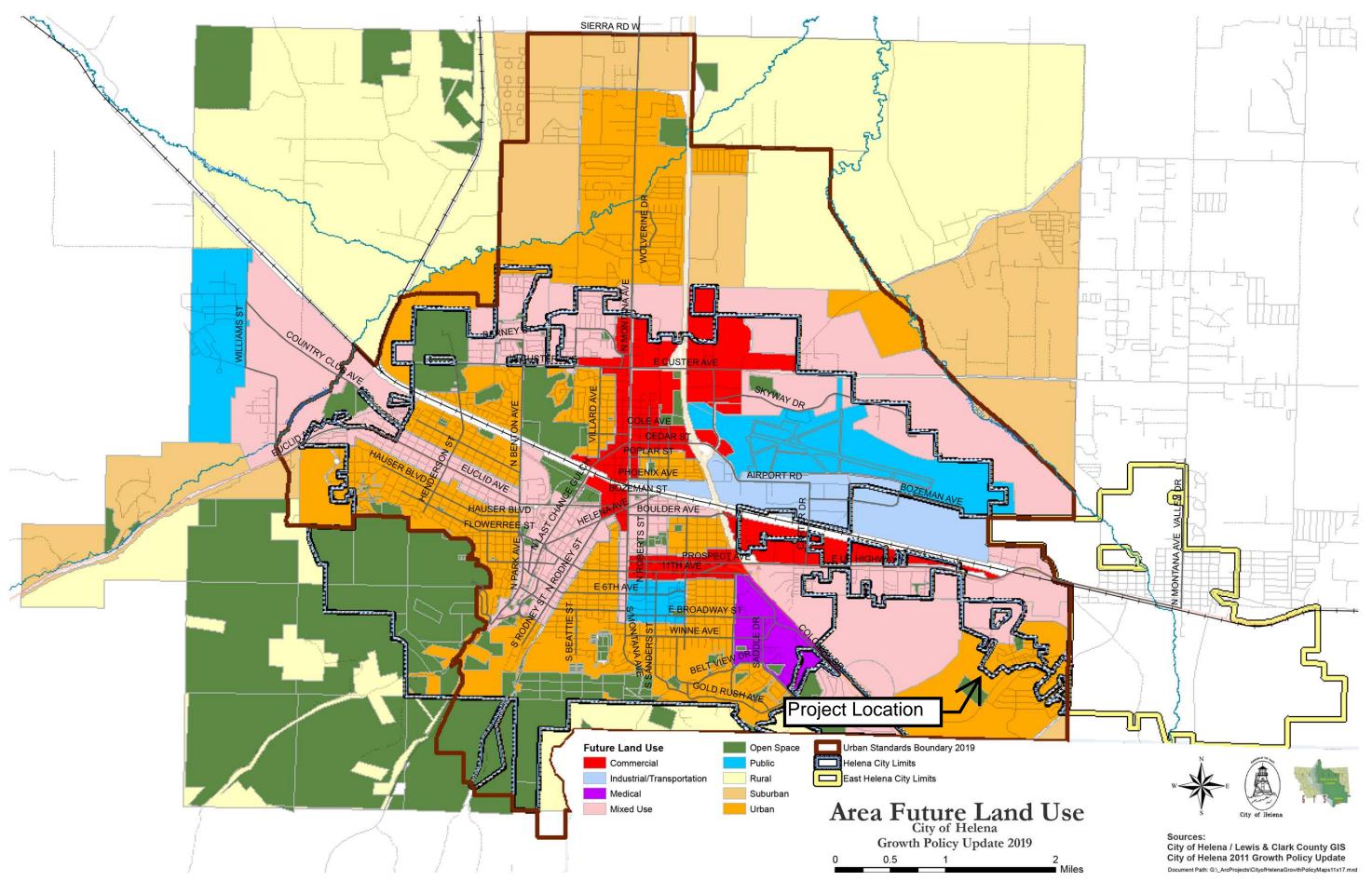
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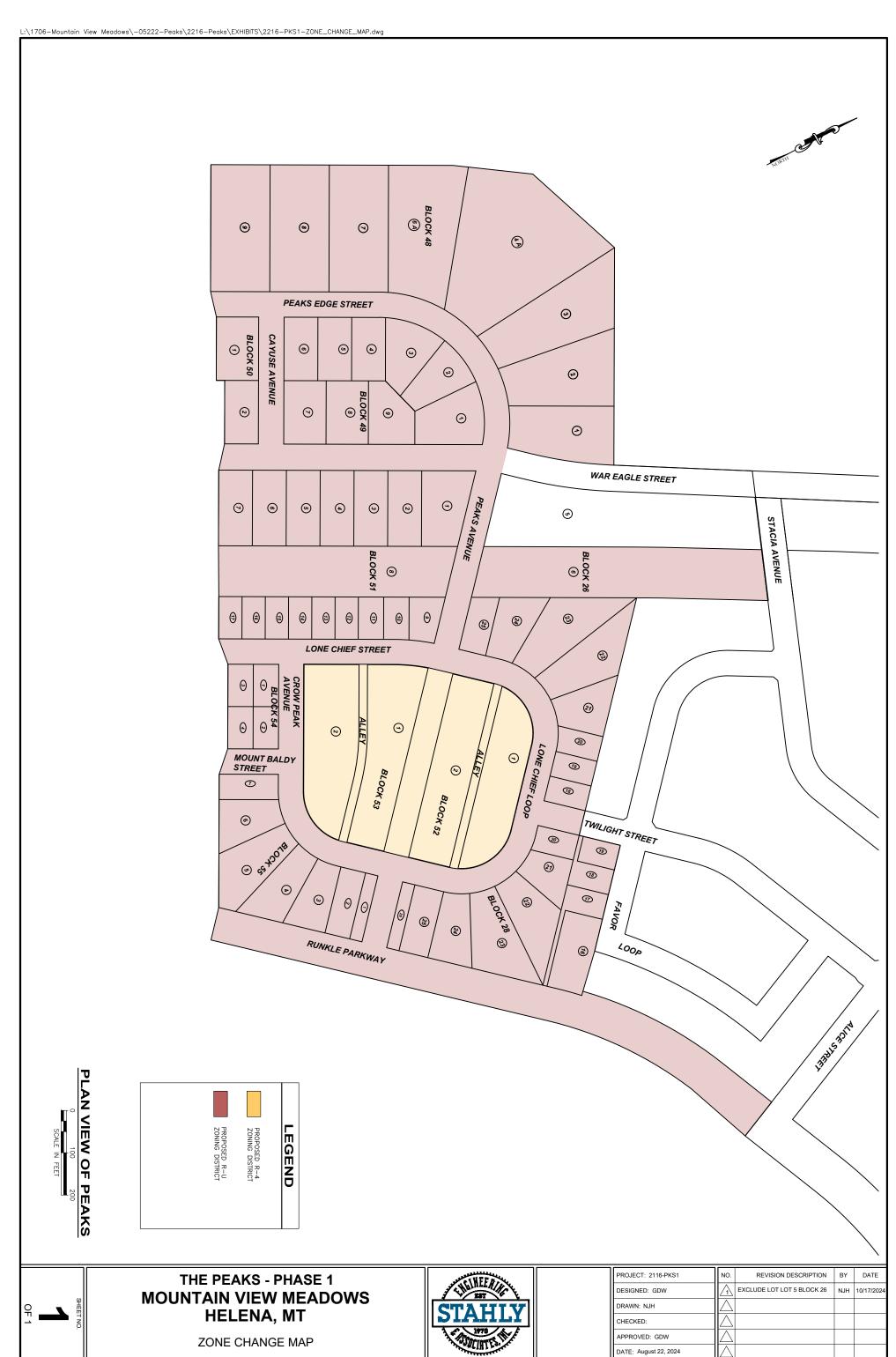
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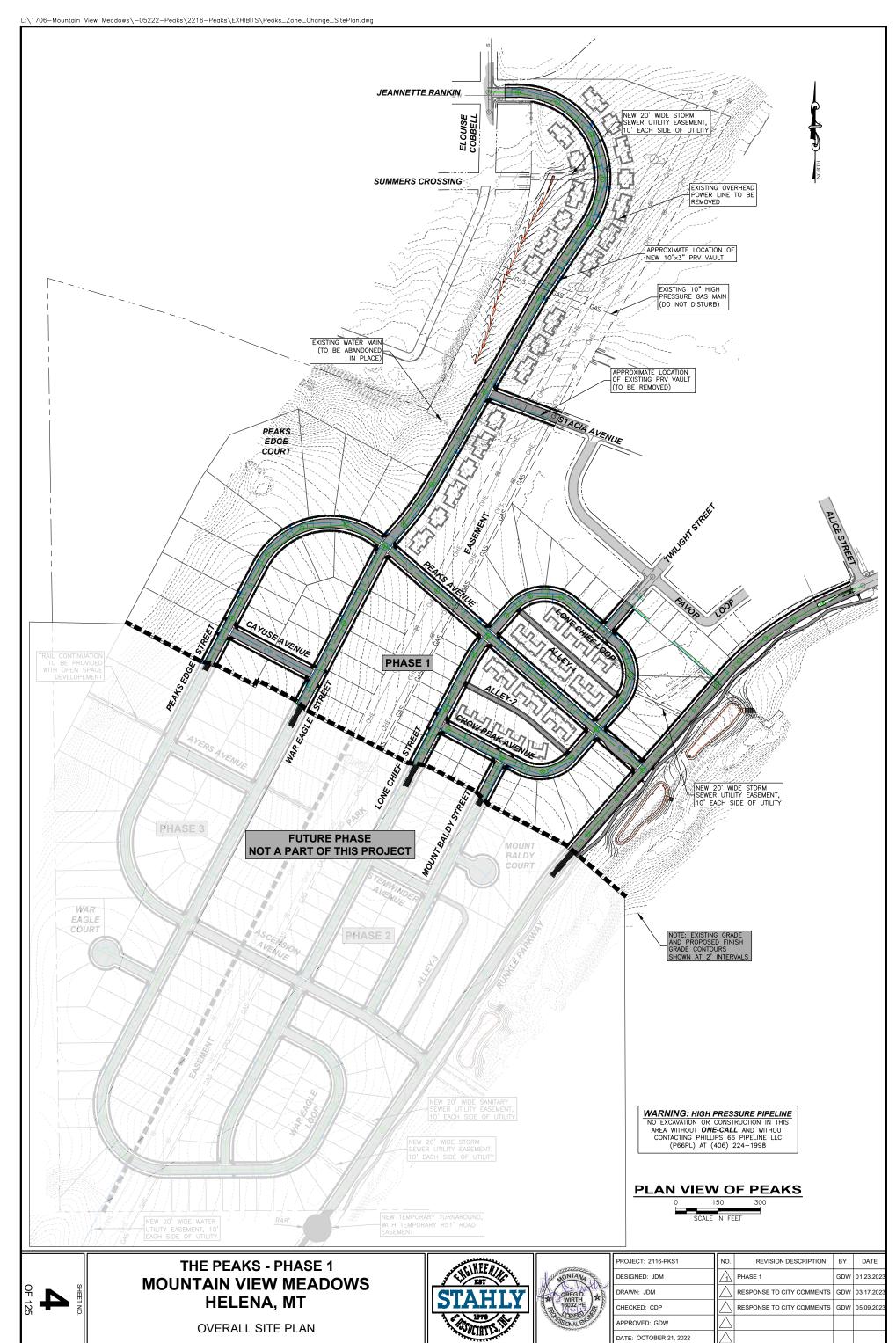
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**Figure 3.06** – Future Land Use map (Image: City of Helena)



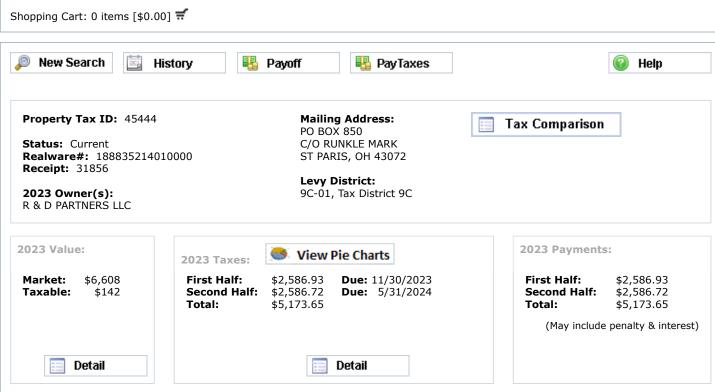
Page 319 of 371



# 4.0

# **TAX RECEIPT**





### 2023 Legal Records:

 $\textbf{Geo Code:}\ 05\text{-}1888\text{-}35\text{-}2\text{-}14\text{-}01\text{-}0000\ \textbf{Deed Book:}\ M40\ \textbf{Page:}\ 7192\ \textbf{Date:}\ 2009\text{-}08\text{-}18$ 

**TRS:** T10 N, R03 W, Sec. 35

Legal: S35, T10 N, R03 W, C.O.S. 3305702,

PARCEL 1-A-1, ACRES 32.957

Acres: 32.96 COS: 3305702

Note: The accuracy of this data is not guaranteed. Property Tax data was last updated 03/06/2024 11:00 AM.

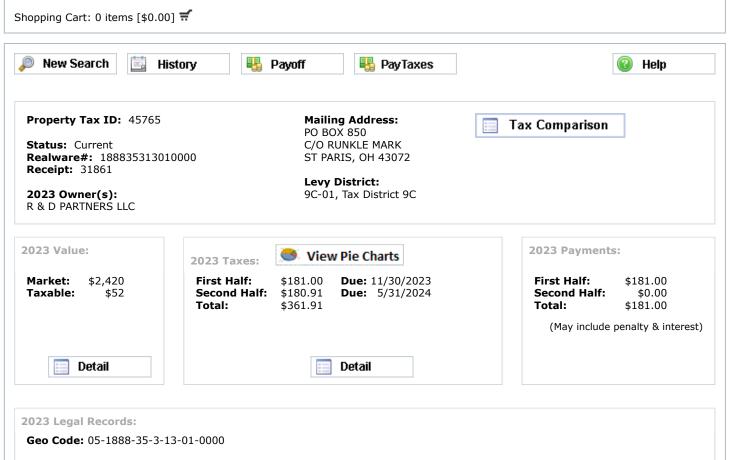
Send Payments to: Lewis & Clark County 316 North Park Ave; Room #113 Helena, Montana 59623

Phone: (406) 447-8329

Email: propertytax@lccountymt.gov







**TRS:** T10 N, R03 W, Sec. 35

Legal: S35, T10 N, R03 W, C.O.S. 3206220,

ACRES 14.77, TRACT 2-A-1, IN W2 Acres: 14.77

COS: 3206220

Note: The accuracy of this data is not guaranteed. Property Tax data was last updated 03/06/2024 11:00 AM.

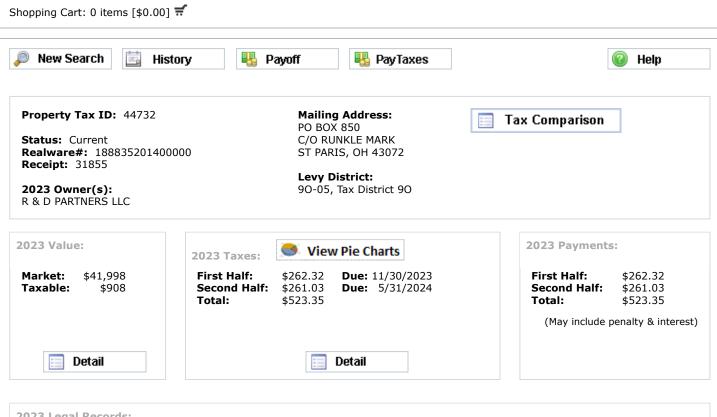
Send Payments to: Lewis & Clark County 316 North Park Ave; Room #113 Helena, Montana 59623

Phone: (406) 447-8329

Email: propertytax@lccountymt.gov







### 2023 Legal Records:

Geo Code: 05-1888-35-2-01-40-0000 Deed Book: M40 Page: 7191 Instru#: 3173427 Date: 2009-08-18

TRS: T10 N, R03 W, Sec. 35

Legal: S35, T10 N, R03 W, C.O.S. 3305702, PARCEL C-2-A-1-A-1-A-1-A, ACRES

263.979 Acres: 263.98 COS: 3305702

Note: The accuracy of this data is not guaranteed. Property Tax data was last updated 03/06/2024 11:00 AM.

Send Payments to: Lewis & Clark County 316 North Park Ave; Room #113 Helena, Montana 59623

Phone: (406) 447-8329

Email: propertytax@lccountymt.gov



## 5.0

## ZONING REVIEW CRITERIA NARRATIVE



3530 Centennial Drive, Helena, MT 59601 | phone: 406-442-8594 851 Bridger Drive, Suite 1, Bozeman, MT 59715 | phone: 406-522-8594 2223 Montana Avenue, Suite 201, Billings, MT 59101 | phone: 406-601-4055

www.seaeng.com

## **Zoning Review Criteria Narrative**

Date: September 2024

Subject: Mountain View Meadows The Peaks – Phase 1

Stahly Engineering Project No. 1706 - 05222

To: Christopher Brink, Director

City of Helena

Community Development 316 North Park Avenue Helena. MT 59623

From: Greg Wirth, PE

The following narratives describe how a zone change for a proposed apartment development conforms to the zoning regulation and criteria in accordance with 76-2-304 MCA. For convenience, the zoning criteria is reiterated with narrative response included in **bold blue** text.

- (1) Zoning regulations must be:
  - (a) made in accordance with a growth policy; and

The proposed zone change is in direct conformance with the Growth Policy and Future Land Use Map by providing a zoning district for residential use.

(b) designed to secure safety from fire and other dangers;

All new development on the property will be subject to City of Helena building permitting to ensure conformance with all building codes and zoning regulations.

(ii) promote public health, public safety, and the general welfare; and

All new development on the property will be subject to City of Helena building permitting to ensure conformance with all building codes and zoning regulations.

(iii) facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.

The property is currently annexed and served by existing city services including transportation, water and sewerage with recently installed infrastructure. The property is located in East Helena School District and

the developed project will increase assessments needed to support the existing schools. Open space corridors were provided with the subdivision approval. Mountain View Park is located approximately 0.3 miles northeast of the project.

(2) In the adoption of zoning regulations, the municipal governing body shall consider:

(a) reasonable provision of adequate light and air;

All new development on the property will be subject to City of Helena building permitting to ensure conformance with all building codes and zoning regulations including dimensional standards for setbacks.

(b) the effect on motorized and nonmotorized transportation systems;

The property is in a recently platted subdivision which provided new Complete Streets including motorized and non-motorized infrastructure. The street network at Mountain View Meadows provides a non-motorized connection to Centennial Trail.

(c) promotion of compatible urban growth;

The property is currently annexed and served by existing city services. The proposed land use is consistent with the residential development to the immediate northeast and the residential development to the east of the project.

(d) the character of the district and its peculiar suitability for particular uses; and

The property immediately to the northeast is zoned as R-U and R-4 and is currently developed for residential use. The proposed residential development is compatible with existing uses adjacent to the property.

(e) conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.

The proposed zone change will be consistent with the surrounding, modern residential use. The project will encourage the most appropriate use by providing much needed housing in Helena.



## CITY OF HELENA Zoning Commission December 10, 2024 – 6:00 PM Meeting Minutes

#### **Recording Available Here**

#### **Members Present:**

Alyssa Sorenson, Betsy Story, Mark Roylance, Mark Runde (Alternate)

#### **Members Absent:**

Rebecca Harbage (Chair), Nicole Anderson

#### **Staff Present:**

Michael Alvarez, Kyle Holland, April Sparks

#### Call to Order and Roll Call

(0:00:05) City staff called the meeting to order, roll was taken. A quorum was present.

Chair Harbage was noted as being absent, and without a current vice-chair, staff instructed the Commission to nominate an acting chair from the present members for the meeting.

(0:01:02) Ms. Story nominated herself, noting she was the longest tenured member in attendance in person. Mr. Roylance seconded the nomination. A voice vote was taken, and the nomination was approved unanimously.

#### **Approval of Minutes**

(0:01:36) Minutes from the October 3, 2024 meeting were approved unanimously.

#### **Regular Items**

#### Item 1

#### **Staff Presentation and Questions for Staff**

(0:03:28) Mr. Alvarez gave a presentation on the application for a proposed zone change from R2 to R4, B2 to RU, and B2 to R4 for the Peaks Phase 1 of the Crossroads at Mountain View Meadows. No public comment had been received.



(0:16:35) There were no questions for staff.

#### **Applicant Presentation and Questions for Applicant**

- (0:17:02) Greg Wirth spoke on behalf of the applicant and stated that there were no further comments from the applicant, and felt Mr. Alvarez presented the application entirely.
- (0:17:56) Mr. Wirth asked if there were any covenants or restrictions of uses on these properties. Mr. Wirth stated that the covenants on the property mainly deal with architectural standards.

#### **Public Comment**

(0:18:34) Public Comment was opened. Two members of the public offered comments in opposition to the proposed zone change.

#### **Commission Discussion**

- (0:27:09) Chair Story asked Mr. Alvarez some clarifying questions about changes to the zoning districts in the past. Mr. Alvarez stated that the zoning for these areas has not changed in the past, but that the plat has changed, which has changed the street layout, and the current zoning districts no longer line up with these parcels and noting reasoning for some of the requested changes. Chair Story asked if it would be likely for the applicant to come back for a conditional use permit to try to achieve the same outcome for building out the subdivision. Mr. Alvarez stated that there are more uses allowed in RU than in R2 and would need clarification on what type of conditional use permit would be applied for.
- (0:31:06) Ms. Sorneson asked for clarification on the intent of the RU district and creating the possibility for townhome style dwellings. Mr. Alvarez confirmed that townhome style dwellings were one of the major product types that could be offered in RU zoning, but for this specific area, the applicant would be better able to answer their intent for building types.

#### Motion

(0:34:51) Mr. Roylance motioned to recommend approval of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that: Changes the zoning district from R-2 (residential) to R-U (residential-urban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7 in Block 55; Changes the zoning district from R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-



2 in Block 53; Changes the zoning district from B-2 (commercial) to R-U (residential-urban) for the property legally described as Lots 16-26 in Block 28; And changes the zoning district from B-2 (commercial) and R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 52; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana. Ms. Sorenson seconded the motion.

(0:36:34) Ms. Sorenson stated that by skewing more residential in this area, it will likely be a better fit than B2 and having a mixture of density in a new construction area is positive for providing a diverse pool of different types of property, and will be voting in favor. There was no further discussion on the motion. A voice vote was called, and the motion passed unanimously (4:0). There was some discussion on the dates this item would go before City Commission.

#### Item 2

#### Staff Presentation and Questions for Staff

- (0:39:28) Mr. Holland gave a presentation on the application for a conditional use permit to allow contractor yard use in a B2 zoning district for a property legally described as Lots 9,10,11 and 12 in Block 22 of the Grand Addition to the City of Helena, Lewis and Clark County, Montana, addressed as 1126 Poplar St. No public comment had been received.
- (0:48:55) Mr. Holland was asked about the addition of a sidewalk along the south side of the property. Mr. Holland stated that is up to the Commission's discretion to recommend such a condition. Mr. Holland was asked how common it is to require sidewalks for conditional use permits. Mr. Holland noted that typically there is a future building permit associated with a conditional use permit and that becomes a condition of the building permit approval, noting a conditional use permit without a proposed permanent structure is uncommon. Mr. Holland also showed the existence of current sidewalks on the other side of Poplar St.

#### **Applicant Presentation and Questions for Applicant**

(0:51:32) Jack Isbell asked that additional sidewalks be postponed until a building permit is issued for a structure at a later time. Mr. Isbell was asked if he plans to build a structure on the property in the future. Mr. Isbell noted that it was something that has already been explored but has not been financially viable. The proposed use is a stop gap, and that he will continue to the develop the property later.

#### **Public Comment**



(0:53:54) Public Comment was opened. There were two public comment in support of the Conditional Use Permit, along with some questions of the applicant.

#### **Commission Discussion**

(1:00:05) Chair Story opened commission discussion with posing the questions brought up in public comment to the applicant. Mr. Isbell stated that traffic from the yard would not impede into private property adjacent to the lot, that weed mitigation is part of the proposed process, and that garbage containers would go where the provider instructs. Mr. Runde took the opportunity to disclose that a colleague stood to gain financially over this project, but that he himself didnot.

#### Motion

- (1:03:41) Mr. Roylance motioned to recommend approval of a resolution granting conditional use permit to allow a contractor yard use in the B2 zoning district for the property legally described as Lots 9, 10, 11, and 12 in Block 22 of the Grand Ave Addition to the City of Helena, Lewis and Clark County, Montana, as shown on the Certificate of Survey filed under Doc. No. 300423. Ms. Sorenson seconded the motion.
- (1:04:24) Ms. Sorenson stated her desire to see a sidewalk added in future development. A voice vote was called, and the motion passed unanimously (4:0). There was discussion as to when this item would go before City Commission.

#### **General Public Comment**

(1:05:55) There was no public comment.

#### Member Communications / Proposals for next Agenda

(1:06:15) It was noted the next scheduled meeting is Tuesday, January 14, 2025, and that there may be an item for that meeting.

#### Adjournment

(1:07:21) The meeting was adjourned.

## Independent Record

AFFIDAVIT OF PUBLICATION

See Proof on Next Page

Helena Independent Record 2222 N. Washington St Helena, Montana 59602 (123) 456-7890

State of Florida, County of Broward, ss:

Deidre Stevens-DiGiovanni, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Helena Independent Record, a newspaper of general circulation published that is a "legal newspaper" as that is published daily in the City of Helena, in the County of Lewis and Clark, State of Montana, and has charge of the Advertisements thereof.

If this certification is for the State of Montana, I hereby certify that I have read sec. 18-7-204 and 18-7-205 , MCA, and subsequent revisions, and declare that the price or rate charged the State of Montana for the publication for which claim is made in printed copy in the amount of \$60.00 , is not in excess of the minimum rate charged any other advertiser for publication of advertisement, set in the same size type and published for the same number of insertions, further certify that this claim is correct and just in all respects, and that payment or credit has not been received.

PUBLICATION DATES: January. 25 2025

NOTICE ID: cYWGol3MmtdWOxLkg9Lt

PUBLISHER ID: COL-MT-200867

NOTICE NAME: ZONE2409-0002 Final Passage

**Publication Fee: \$60.00** 

Deidre Stevens-DiGiovanni

(Signed)\_



SHERI SMITH
Notary Public - State of Florida
Commission # HH269383

#### **VERIFICATION**

State of Florida County of Broward

Subscribed in my presence and sworn to before me on this: 01/27/2025

S Smith

Notary Public

Notarized remotely online using communication technology via Probf.

#### Notice of Public Hearing

The Helena City Commission will hold a public hearing on

Monday, February 10, 2025, at 6pm in person in the Commission Chambers, Rm. 330, 316 N Park Ave, and via the ZOOM platform. The meeting will consider the following proposal"

Consider final passage of an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena for property located in The Peaks Phase 1 of the Crossroads at Mountain View Meadows. Subdivision, in the City of Helena, Lewis and Clark County, Montana, that changes the zoning from R-2 (residential) to R-U residential-urban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7 in Block 55;

From R-2 (residential) to R-4 (residential-office) for the property

legally described as Lots 1-2 in Block 53 From B-2 (commercial) to R-U (residential-urban) for the

Prom B-2 (commercial) to H-0 (residential-urban) for the property legally described as Lots 16-26 in Block 28;
And from B-2 (commercial) and R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 52; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

This property is located in the Peaks Phase 1 of the Crossroads at Mountain View Meadows and its generally legated clara

at Mountain View Meadows and is generally located along Peaks Edge St. from and including Cayuse Ave to War Eagle St., along Peaks Ave. from War Eagle St. to Runkle Pkwy, and including Lone Chief Loop, Lone Chief St. (as currently annexed) Crow Peak Ave, and Mount Baldy St. (as currently annexed).

This meeting can be accessed via the online meeting platform ZOOM at:

https://events.zoom.us/ej/AtPzF0E2Va-y-noZZItb1YHAxh-p8WSiUgxxzgGIUrDEGfLHGh6E~A0fdvyZX7sTuj8mQ-dU6RSoPRwOnO0FDX-O\_g3KifAka3VT-Ir-6uyaDPVIYg

For further information on this proposal, please contact Michael Alvarez with the Community Development Department located in the City-County Building, 316 N. Park Avenue, Rm 445, Helena, MT 59623 or by calling (406)447-8459.

Dannai Clayborn

Clerk of the City Commission

Persons with disabilities requiring accommodations to participate in the city's meetings, services, programs, or activities should contact the City's ADA coordinator, Ellie Ray, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following: Phone: (406) 447-8490; TTY Relay Service 1-800-253-4091 or 711; Email: Citycommunitydevelopment@helenamt.gov; Mailing Address & physical location: 316 N Park Ave, Rm 445, Helena, MT 59623. January 25, 2025 COL-MT-200867 MNAXLP

## Independent Record

AFFIDAVIT OF PUBLICATION

See Proof on Next Page

Helena Independent Record 2222 N. Washington St Helena, Montana 59602 (123) 456-7890

State of Florida, County of Orange, ss:

Jason Poon, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Helena Independent Record, a newspaper of general circulation published that is a "legal newspaper" as that is published daily in the City of Helena, in the County of Lewis and Clark, State of Montana, and has charge of the Advertisements thereof.

If this certification is for the State of Montana, I hereby certify that I have read sec. 18-7-204 and 18-7-205 , MCA, and subsequent revisions, and declare that the price or rate charged the State of Montana for the publication for which claim is made in printed copy in the amount of \$72.00 , is not in excess of the minimum rate charged any other advertiser for publication of advertisement, set in the same size type and published for the same number of insertions, further certify that this claim is correct and just in all respects, and that payment or credit has not been received.

PUBLICATION DATES: November. 23 2024

NOTICE ID: MHYRX8iwsRaVZosxmX5t

PUBLISHER ID: COL-MT-200747

NOTICE NAME: Zoning Commission - December 10 Meeting

Publication Fee: \$72.00

Sason

(Signed)\_

#### **VERIFICATION**

State of Florida County of Orange



PAMELA BAEZ

Notary Public - State of Florida

Commission # HH 186700 Expires on October 14, 2025

Subscribed in my presence and sworn to before me on this: 11/26/2024

Notary Public

Notarized remotely online using communication technology via Probf.

#### Notice of Public Hearing

The Helena Zoning Commission will hold public hearings on Tuesday, December 10, 2024, at 6pm in person in the Commission Chambers, Rm 330, 316 N Park Ave, and via the ZOOM platform. The meeting will serve to consider the following proposals:

To consider an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that: Changes the zoning district from R-2 (residential) to R-U cresidential-urban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7 in Block 55; Changes the zoning district from R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 52.

Changes the zoning district from B-2 (commercial) to R-U (residential-urban) for the property legally described as Lots 16-26 in Block 28;

And changes the zoning district from B-2 (commercial) and R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 52; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

ADDRESS:

This property is located in the Peaks Phase 1 of the Crossroads at Mountain View Meadows and is generally located along Peaks Edge St from and including Cayuse Ave to War Eagle St, along Peaks Ave from War Eagle St to Runkle Pkwy, and including Lone Chief Loop, Lone Chief St (as currently annexed) Crow Peak Ave, and Mount Baldy St (as currently annexed).

To consider a resolution granting a Conditional Use Permit to allow a Contractor Yard use in a B-2 Zoning District for property legally described as:

Lots 9, 10, 11 and 12 in Block 22 of the Grand Avenue Addition to the City of Helena, Lewis and Clark County, Montana, as shown on the Certificate of Survey filed under Doc. No. 3004235. ADDRESS:

This property is located at 1126 Poplar Street and is generally located on the north side of Poplar Street between North Montana Avenue and National Avenue.

This meeting can be accessed via the online meeting platform Zoom at:

https://zoom.us/j/92989300533 Meeting ID: 929 8930 0533

Dial in at 1(346) 248-7799, or find your local number at: https:// zoom.us/u/a7dWq98hm

Public comment will be taken up to and at the above meeting. If you wish to submit written comments prior to the meeting pléase send them in via email to malvarez@helenamt.gov or mail to Michael Alvarez, Community Development Department, Room 445, 316 N. Park Ave, Helena MT, 59623. For any questions, please call 406-447-8459.

Rebecca Harbage Chair, City of Helena Zoning Commission

Persons with disabilities requiring accommodations to participate in the City's meetings, services, programs, or activities should contact the City's ADA Coordinator, Ellie Ray, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following: Phone: (406) 447- 8490; TTY Relay Service 1-800-253-4091 or 711; Email: Citycommunitydevelopment@helenamt.gov; Mailing Address & Physical Location: 316 North Park, Avenue, Room 445, Helena,

November 23, 2024 COL-MT-200747 MNAXLP



#### Michael Alvarez, Planner II **Community Development Department**

316 North Park Avenue, Room 445

Helena, MT 59623

Email: malvarez@helenamt.gov

Phone: 406-447-8459

Fax: 406-447-8460

helenamt

#### This notification is for a previously noticed item's next public hearing.

**TO WHOM IT MAY CONCERN:** A land use change is being proposed in your area. Please review the enclosed description, and vicinity map. You may respond to the proposal at the public hearing or submit written comments prior to the February 10, 2025, Zoning Commission public hearing to the City Planning Division, 316 North Park, Helena MT 59623.

The Helena City Commission will hold a meeting and a hearing on Monday, February 10, 2025 at 6pm in the Commission Chambers, Rm 330, 316 N Park Ave, and via ZOOM at:

https://zoom.helenamt.gov/c/36053471/publicmeetings

The application materials can be found on the City of Helena website at: https://www.helenamt.gov/Departments/Community-Development/Planning/Current-Projects

Interested parties are encouraged to attend this meeting. We may not be able to reach all who may be interested in this application, and we encourage you to talk to your neighbors about this proposal.

#### **PROPOSAL:**

To consider an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that changes the zoning district from R-2 (residential) to R-U (residentialurban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7 in Block 55;

From R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in

From B-2 (commercial) to R-U (residential-urban) for the property legally described as Lots 16-26 in Block 28:

And from B-2 (commercial) and R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 52; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

#### ADDRESS:

This property is located in the Peaks Phase 1 of the Crossroads at Mountain View Meadows and is generally located along Peaks Edge St from and including Cayuse Ave to War Eagle St, along Peaks Ave from War Eagle St to Runkle Pkwy, and including Lone Chief Loop, Lone Chief St (as currently annexed) Crow Peak Ave, and Mount Baldy St (as currently annexed).

If you have questions concerning the proposed change, please contact Michael Alvarez, Planner II, with the City Planning Division of the Community Development Department at 447-8459 or by email at malvarez@helenamt.gov.

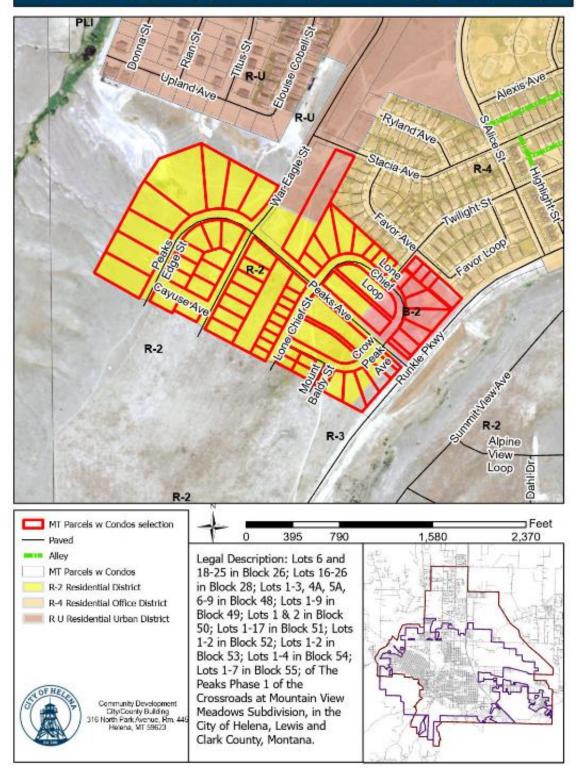
Sincerely,



Michael Alvarez, Planner II

Community Development Department **City-County Building** 316 N. Park Ave, Rm 402 Helena, MT 59623

# Peaks Phase 1 of Crossroads at Mountain View Meadows





#### Michael Alvarez, Planner II **Community Development Department** 316 North Park Avenue, Room 445

Helena, MT 59623

Phone: 406-447-8459 Fax: 406-447-8460

Email: malvarez@helenamt.gov

helenami

**TO WHOM IT MAY CONCERN:** A land use change is being proposed in your area. Please review the enclosed description, and vicinity map. You may respond to the proposal at the public hearing or submit written comments prior to the December 10, 2024, Zoning Commission public hearing to the City Planning Division, 316 North Park, Helena MT 59623.

The Helena Zoning Commission will hold a meeting and a hearing on Tuesday, December 10, 2024 at 6pm in the Commission Chambers, Rm 330, 316 N Park Ave, and via ZOOM at:

https://us06web.zoom.us/j/92989300533

Meeting ID: 929 8930 0533

Dial in at 1(346)248-7799 or visit https://us06web.zoom.us/u/kxKzkEuiW to find your local number.

The application materials can be found on the City of Helena website at: https://www.helenamt.gov/Departments/Community-Development/Planning/Current-Projects

Interested parties are encouraged to attend this meeting. We may not be able to reach all who may be interested in this application, and we encourage you to talk to your neighbors about this proposal.

#### PROPOSAL:

To consider an ordinance amending City of Helena ordinance no. 3097 and the official zoning map for the City of Helena that changes the zoning district from R-2 (residential) to R-U (residentialurban) for the property legally described as Lots 6 and 18-25 in Block 26; Lots 1-3, 4A, 5A, 6-9 in Block 48; Lots 1-9 in Block 49; Lots 1 & 2 in Block 50; Lots 1-17 in Block 51; Lots 1-4 in Block 54; Lots 1-7 in Block 55;

From R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 53

From B-2 (commercial) to R-U (residential-urban) for the property legally described as Lots 16-26 in Block 28:

And from B-2 (commercial) and R-2 (residential) to R-4 (residential-office) for the property legally described as Lots 1-2 in Block 52; of The Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision, in the City of Helena, Lewis and Clark County, Montana.

#### ADDRESS:

This property is located in the Peaks Phase 1 of the Crossroads at Mountain View Meadows and is generally located along Peaks Edge St from and including Cayuse Ave to War Eagle St, along Peaks Ave from War Eagle St to Runkle Pkwy, and including Lone Chief Loop, Lone Chief St (as currently annexed) Crow Peak Ave, and Mount Baldy St (as currently annexed).

If you have questions concerning the proposed change, please contact Michael Alvarez, Planner II, with the City Planning Division of the Community Development Department at 447-8459 or by email at malvarez@helenamt.gov.

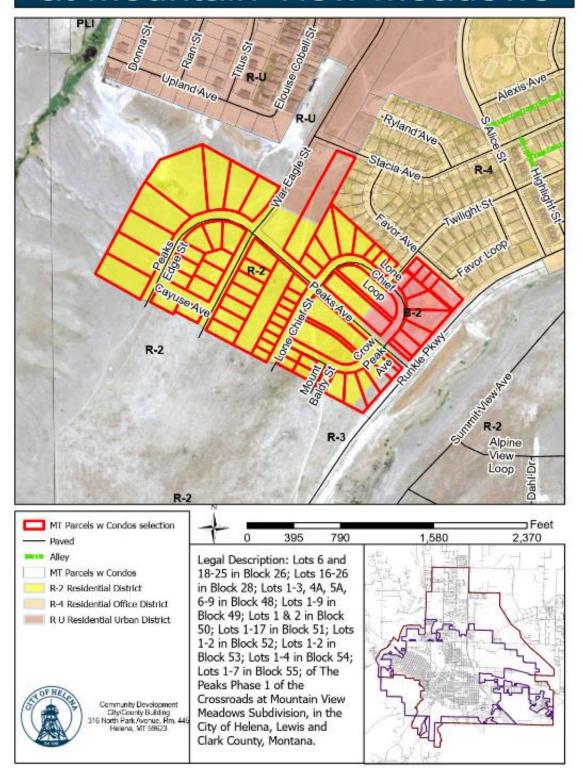
Sincerely,



Michael Alvarez, Planner II Community Development Department City-County Building 316 N. Park Ave, Rm 402 Helena, MT 59623

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# Peaks Phase 1 of Crossroads at Mountain View Meadows





## Michael Alvarez, Planner II Community Development Department

316 North Park Avenue, Room 402

Helena, MT 59623

Phone: 406-447-8459 Fax: 406-447-8460

Email: malvarez@helenamt.gov

helenamt.gov

Date: December 2, 2024

To: Christopher Brink - Director, Community Development Dept

**Subject:** Calculating trips generated by zone type

Please find attached to this memo Exhibit A, "Uses for Traffic Analysis," Exhibit B, a memo with the subject "Trip Generation Estimates," and Exhibit C "Uses for Traffic Analysis: 2024." This memo is an addendum to that memo, Exhibit B, and seeks to update Exhibit A to the standards of Exhibit C.

There is a need to update the trip generation table with the land use categories DT (downtown), TR (transitional residential) and R-U (residential urban), which are not currently included in the table. Currently there are two zone change requests involving the zone type R-U. This memo will address only that zone type and highlight the need to further update the table to include the DT and TR zone types.

The R-U zone type is most like the R-4/R-O zoning districts with two notable differences. The first is that "residential, multiple dwelling-units" are not permitted in the R-U district. The second is that R-U allows for 0' lot line setbacks.

The proposed trip generation formula for R-U is to keep the same "High Trip Generation" percentage (10% of the area being developed as a restaurant or tavern without a drive-through window – formula is Trips=(acreage\*0.1\*43560)/1000)\*0.192\*89.95, calculate the "medium trip generation" as residential, two dwelling units as the largest portion of the property (60% of the acreage) – formula is Trips=# of parcels\*0.6\*2\*9.52, and calculate "low trip generation" as residential, single dwelling-unit properties on 30% of the area – formula is Trips=# of parcels\*0.3\*9.52.

High: Trips=(acreage\*0.1\*43560 \*0.192\*89.95) /1000

This formula takes 10% of the acreage, converts it into square feet, takes 19.2% of that area as the buildable area and then applies the 89.95 trips per 1000sf of building area given by the ITE manual. The formula for restaurants in Exhibits A & B gives a buildable area of 60%, more than 3 times higher, but this number is impossible without an underground garage because of parking and landscaping requirements. 19.2% better represents the maximum buildable area of a site that meets parking requirements.

Medium: Trips=# of parcels\*0.6\*2\*9.52

This formula supposes two units on 60% of the parcels in the subject area and that each unit generates the same number of trips per day on average as a freestanding home. Low: Trips=# of parcels\*0.3\*9.52

This is the formula for trips generated by a single dwelling-unit, and estimates that 30% of an area zoned R-U would have residential, single dwelling-unit as the land use.

Regards,

Michael Alvarez, Planner II

Community Development Department City-County Building 316 N. Park Ave, Rm 402 Helena, MT 59623

#### **Uses for Traffic Analysis**

- Zoning Districts under 3 acres use Medium Intensity for 100% of the developable area
- If use requires a CUP, traffic generation for the specific use should be used
- Applicant can submit another calculation proposal but must include explanation for alternate method

Zoning District Intent	Intensity	Use	Traffic generation # weekday vehicle trips/per ITE	Percent of traffic generation mix for TIS	How to calculate (always round up)
R-1/R-2 Residential					Example 5 acre (217,800 sf) parcel / subdivision
Provide for residential dwellings and limited nonresidential development that protects and enhances the residential nature of the area.	High	Single Dwelling Unit – 2 per lot Estimate - 9,000sf lots	ITE #210 9.52 / unit	25%	217,800 sf x 25%= 54,450 sf divided by 9,000=6 lots x 2 units =12 units x 9.5 = 115 trips
	Medium /Low	Single Dwelling Unit – 1 per lot Estimate - 9,000sf lots	ITE #210 9.52 / unit	75%	217,800 sf x 75%= 163,350sf divided by 9,000=18 lots x 9.5 =173 trips
					115 +173= 287 estimated vehicle trips  (maximum build out – 24 lot with 2 units = 457 trips)
R-3 Residential					Example 5 acre (217,800 sf) parcel
Provides for the development of a mixture of residential structures to serve varied housing needs and allows limited compatible nonresidential uses.	High	Residential multiple dwelling units (mdu) (One unit per every 2,000 square feet of lot area per City Code)	ITE #220 6.65 /unit	30%	217,800 st) parcel 217,800sf X 30% = 65,340sf divided by 2,000 = 32.67 mdu X 6.65 = 218 trips
	Medium	Single Family – 2 per lot Estimate - 7,000sf lots	ITE #210 9.52 / unit 2 X 9.5 =19	40%	217,800sf X 40% = 87,120 divided by 7,000sf =12.44 units X 19 = 237 trips
	Low	Single Family – 1 per lot Estimate - 7,000sf lots	ITE #210 9.52 / unit	30%	217,800sf X 30% = 65,340sf divided by 7,000 = 9.33 units x9.52 = 89 trips
					218 +237 + 89 = 544 estimated vehicle trips
					(maximum build out – entire lot as mdu = 724 vehicle trips)

Zoning District Intent	Intensity	Use	Traffic generation # weekday vehicle trips/per ITE	Percent of traffic generation mix for TIS	How to calculate (always round up)
R-4/R-O Residential Office				•	Example 5 acre (217,800 sf) parcel
Provide for a compatible mix of higher density residential development with professional and business offices and associated service uses.	High	Restaurant	Restaurant ITE #931 89.95/1,000 sf gfa	10%	217,800sf X 10% =21,780sf X 60% max lot coverage = 13,068 gfa divided by 1,000 =13.068 X 89.95= 1,176 trips
	Medium	Residential multiple dwelling units (One unit per every 1,200 sf of lot area per City Code)	ITE #220 6.65 /unit	50%	217,800sf X 50% = 108,900sf divided by 1,200 = 90.75mdu X 6.65= 605 trips
	Low	Single Family – 1 per lot Estimate- 5,000sf lot	ITE #210 9.52 / unit	40%	217,800sf X 40% =87,120sf divided by 5,000 = 17.4 X 9.52 = 166 trips 1,176 + 605
					+166 =  1,947 estimated vehicle trips (maximum build out – 60% lot coverage as a restaurant =130,680 gfa divided by 1,000 X 89.95= 11,755 trips)
B-1					Example 5 acre (217,800 sf) parcel
Provides for a compatible mixture of residential, public, and small scale commercial uses that serve as transitions between zoning districts.	High	Restaurant	ITE #931 89.95/1,000 gfa	20%	217,800 sf) parcel 217,800sf X 20% = 43,560sf x 60% max lot coverage = 26,136 gfa divided by 1,000 = 26.136 X 89.95 = 2,351 trips
	Medium	Residential multiple dwelling units (One unit per 1,000 sf of lot area per Code)	ITE #220 6.65 /unit	55%	217,800sf X 55% = 119,790sf divided by 1,000 = 119.79 units x 6.65 = 797 trips
	Low	Single Family – 2 per lot Estimate 5,000fs per lot	ITE #210 9.52 / unit 2 X 9.5 =19	25%	217,800sf X 25% = 54,450sf divided by 5,000 = 10.89 units X 19 = 207 trips 2,351 +797+207=
					3,355 estimated vehicle trips

Zoning District Intent	Intensity	Use	Traffic generation # weekday vehicle trips/per ITE	Percent of traffic generation mix for TIS	How to calculate (always round up)
					(maximum build out – 60% lot coverage as a restaurant -=130,680 gfa divided by 1,000 X 89.95=11,755)
D 2					
B-2 General Commercial					Example 5 acre (217,800 sf) parcel
Provides for compatible residential uses and a broad range of commercial and service uses that serve large areas of the city and that are normally required to sustain a community.	High	Restaurant, drive-in Average gfa is 12% of the lot based on several fast food restaurants in Helena	ITE #210 496.12/1000 sf gfa	25%	217,800sf X 25% = 54,450sf x 12% = 6,534gfa divided by 1,000 = 6.534 x 496.12 = 3,242 trips
	Medium	General Retail Sales Average gfa is estimated at 45 % of the lot based on several stores in Helena and review of parking and landscaping requirements	ITE #813 50.75/1000 sf gfa	45%	217,800sf X 45% = 98,010sf X 45% = 44,105 divided by 1,000= 44.1 x 50.75= 2,238 trips
	Low	General/ professional services Gfa is estimated at 48% of lot area based on 8 office buildings in B-2 Districts note required parking and landscaping are the only limitations,	ITE #710 11.03/1000 sf gfa	15%	217,800sf X 15% = 32,670sf X 48%= 15,681.6gfa divided by 1,000 = 15.68 x11.03 = 173 trips
		Residential multiple dwelling units (approximately one unit per every 1,000 sq ft of lot area – Remington Apt each unit about 1,895 sf of lot area )	ITE #220 6.65 /unit	15%	217,800sf X 15% = 32,670 divided by 1,000 = 32.67 units X 6.65= 218 trips
		,			3,242 +2,238 +173+218= 5,871 estimated vehicle trips
					(maximum build out – 12% lot coverage as a drive-in restaurant =26,136 gfa divided by 1,000 X 496.12= 12,967 vehicle trips)

Zoning District Intent	Intensity	Use	Traffic generation # weekday vehicle trips/per ITE	Percent of traffic generation mix for TIS	How to calculate (always round up)
B-3 Central Business					Example 5 acre (217,800 sf) parcel
Is the central focus of the city's business, government, service, and cultural activities, and allows compatible residential development.	High	Restaurant  (Because parking can be provided off-site in the parking district estimate 100% of the lot covered by building.)	ITE #931 89.95/1,000 sf gfa	15%	217,800sf X 15% = 32,670sf/gfa divided by 1,000 = 32.67 X 89.95 = 2,939 trips
	Medium	General retail sales  (Because parking can be provided off-site in the parking district estimate 100% of the lot covered by building.)	ITE #813 50.75/1000 sf gfa	40%	217,800sf X 40% = 87,120sf/gfa divided by 1,000 = 87.12 x 50.75= 4,422 trips
	Low	General /professional services  (Parking can be provided off-site in the parking district; although the max. height is 70 ft average seems to be 3 stories – with retail on the first floor so used 2 times floor area)	ITE #710 11.03/1000 sf gfa	25%	217,800sf X 25%= 54,450sf x2 = 108,900gfa divided by 1,000= 108.9 x11.03 = 1,202 trips
		Residential multiple dwelling units (Because parking can be provided off-site in the parking district and the max. height is 70 ft the ratio of unit to lot area is about 200sf of lot area per unit - based on the Placer condos)	ITE #220 6.65 /unit	20%	217,800sf X 20% = 43,560sf divided by 200sf= 218 units X 6.65= 1,450 trips
		the Placer condos)			2,939 +4,422 + 1,202 +1,450 = 10,013 estimated vehicle trips  (maximum build out with 100% lot coverage to account for 70ft building height with a restaurant = 217,800 gfa divided by 1,000 X 89.95 =19,592 vehicle trips)

Zoning District Intent	Intensity	Use	Traffic generation # weekday vehicle	Percent of traffic generation mix	How to calculate (always round up)
CLM Commercial Light			trips/per ITE	for TIS	Example 5 acre (217,800 sf) parcel
Manufacturing					(217,000 31) parcer
Provides for the community's commercial and light manufacturing needs. These uses generally need access to the city's transportation amenities and should be located to reduce adverse impacts upon residential neighborhoods in the city.	High	Tavern  Average gfa is about 85% of the lot - based on Lewis and Clark Brewery	ITE #931 89.95/1,000 sf gfa	15%	217,800sf X 15% = 32,670sf X 85% = 27,769.5gfa divided by 1,000 = 27.76 x 89.95 = 2,498 trips
	Medium	General retail sales  Average gfa is 45 % of the lot - based on several stores in Helena and review of parking and landscaping requirements	ITE #813 50.75/1000 sf gfa	30%	217,800sf X 30% = 65,340sf x 45% = 29,403gfa divided by 1,000 = 29.4 x 50.75 = 1,493 trips
	Low	Warehouse  Average gfa is about 32% of the lot - based on State, Food share warehouse, and Associated Foods	ITE #152 1.68/1000 sf gfa	25%	217,800sf X 25% = 54,450sf X 32%= 17,424gfa = 17.424 x 1.68 = 30 trips  (5 acres is a small lot for a warehouse – 25% of 5 acres maybe unrealistic but is used just to represent a low use.)
		General/ professional services Gfa is estimated at 52% of lot area based on 9 office buildings in B-2 Districts which have similar lot requirements	ITE #710 11.03/1000 sf gfa	25%	217,800sf X 25% = 54,450sf x 52% = 28,314gfa divided by 1,000 = 28.3 x 11.03 = 313 trips
					2,498 + 1,493 + 30+313 = 4,334 estimated vehicle trips
					(if had used maximum build out with 85% lot coverage tavern = 185,130 gfa divided by 1,000 =185.13 X 89.95 =16,653 vehicle trips)

Zoning District Intent	Intensity	Use	Traffic generation # weekday vehicle trips/per ITE	Percent of traffic generation mix for TIS	How to calculate (always round up)
M-I Manufacturing and Industrial				,	Example 5 acre (217,800 sf) parcel
Provides for manufacturing and other industrial uses.	High	Freight Terminal UPS, Fed Ex, Coke Distributer	ITE #030 81.9/acre	25%	217,800sf X 25% = 54,450sf = 1.25 acres X 81.9 = 103 trips
	Medium	Industrial, Light gfa is about 10% of the lot - based on Elkhorn Concrete and Clay Arts Guild	ITE #110 6.97/1000 sf gfa	50%	217,800sf X 50% = 108,900sf X 10% 10,890gfa divided by 1,000 = 10.89 x 6.97 = 76 trips
	Low	Warehouse gfa is about 32% of the lot - based on State, Food share warehouse, and Associated Foods	ITE #152 1.68/1000 sf gfa	25%	217,800sf X 25% = 54,450sf X 32%= 17,424gfa divided by 1,000= 17.424 x 1.68 = 30 trips 5 acres is a small lot for a warehouse – 25% of 5 acres maybe unrealistic but is used just to represent a low use
					103+76+30= 209 estimated vehicle trips  (if had used maximum build out with 81.9 x 5 acres = 410 vehicle trips)  Although M-I has a maximum 60ft building height most buildings in M-I are no more than a single story.
PLI Public Lands and Institutions					Example 5 acre (217,800 sf) parcel
Provides for and applies only to public and quasi-public institutional uses and lands, and recreational, educational, and public service activities for the general benefit of the citizens of the city.	High	Administrative Government Agency  gfa is about 68% of the lot - based on city county building and state offices large and small on 6th Ave.	ITE #730 68.93/1000 sf gfa Most government buildings are multiple stories	35%	217,800sf X 35% =76,230sf X68%= 51,8364.4gfa divided by 1000= 51.8 x 68.93 = 3,571 trips

Zoning District Intent	Intensity	Use	Traffic generation # weekday vehicle trips/per ITE	Percent of traffic generation mix for TIS	How to calculate (always round up)
	Medium	Healthcare facility  gfa is about 36% of the lot - based on St Peter's office on north side of Broadway – other than the hospital most health care facilities are not in PLI so basis for gfa is limited	ITE #610 13.22/1000 sf gfa	25%	217,800sf X 25% = 54,450sf x 36% = 19,602gfa divided by 1000 = 19.6 x 13.22= 260 trips
		Schools K-12	ITE # per 1,000gra #520 Elementary = 15.43 - 26%  #522 Middle = 13.78 -25.5%  #530 High school= 12.89 - 16.5%  (gfa based on several Helena schools located in PLI districts -Most school lots are larger than an acre so this number is only representative; also, since student population can change from year to year traffic volumes also change from year to year)	20%	217,800sf X 20% = 43,560sf (for an elementary school) x 26% = 11,325.6gfa divided by 1,000= 11.32 X 15.43 = 175 trips
	Low	Worship Facility  Average gfa is about 33% of the lot - based on Cathedral, First Presbyterian and St. Paul's Methodist	ITE #560 9.11/1000 sf gfa	20%	217,800sf X 20% = 43,560sf x 33%= 14,375gfa divided by 1,000 = 14.37 x 9.11= 131 trips
					3,571+259+175+ 131= 4,136 estimated vehicle trips  (maximum build out with 100% lot coverage to account for 70ft building height with a government office = 217,800 gfa divided by 1,000 = 217.8 × 68.93 = 15,013 vehicle trips)

Zoning District Intent	Intensity	Use	Traffic generation # weekday vehicle trips/per ITE	Percent of traffic generation mix for TIS	How to calculate (always round up)
Airport					Example 5 acre
Provides for airport uses and facilities necessary for the operation, maintenance, and protection of airports.  Associated retail and service uses, public institutional uses, aeronautical related manufacturing, public service, and limited recreational	High	Administrative Government Agency  Average gfa is about 14% of the lot - based on area State and Federal offices	ITE #730 68.93/1000 sf gfa	25%	(217,800 sf) parcel 217,800sf X 25% = 54,450sf x 14% = 7,623gfa divided by 1,000 = 7.623 x 68.93 = 526 Trips
The Airport does not have independent parcels for the various uses so gfa calculations are based on approximate area of the use.	Medium	Administrative Services  Average gfa is about 14% of the lot - based on MACO and other office building	ITE #710 11.03/1000 sf gfa	50%	217,800sf X 50% = 108,900sf x 14% = 15,246gfa divided by 1000 = 15.246 x 11.03 = 168 trips
	Low	Airport	ITE #021 104.73/Average flights per day	25%	217,800sf X 25% = 54,450sf assume that adds 2 additional flights a day 104.73 x 2 = 210 trips
					526 +168+210= 904 estimated vehicle trips  (maximum build out with 14% lot coverage with government office 217,800gfa x 14% = 30,492 divided by 1,000 = 30.49 X 89.95 = 2,743 vehicle trips)

ITE – Institute of Transportation Engineers

sf- square feet

gfa – Gross Floor Area

August 21, 2014

TO: Sharon Haugen, Community Development Director

**FROM:** Kathy Macefield, Lucy Morell-Gengler, Elroy Golemon, and Dustin Ramoie, City

Planning

**Subject**: Trip Generation Estimates

#### **Background**

Helena City Code currently requires a traffic impact study for a conditional use permit (CUP), 11-3-3 (B) and for a subdivision when projected to generate two hundred (200) or more new vehicle trips per day based on ITE estimates (12-2-3 (B-17-f)). The City Engineering Standards require a traffic impact study for private or public developments which contribute 200 or more vehicle trips per day to the City Street System which would also apply to annexation proposals.

The applicant typically was required to identify the highest traffic generator(s) that would be allowed on the property in conformance with the zoning, and a ratio had not been developed for zoning districts that would allow a mixture of uses.

Planning staff developed trip generation estimates and percentages to be attributed for mixed use developments through the staff's knowledge of Helena's development trends over the past 5 years. The proposed tables do not rely on the highest trip generators at full build-out but use a more moderate approach.

#### **Staff Evaluation**

Planning staff reviewed the ITE Trip Generation Manual (9<sup>th</sup> Edition, 2012) to identify land use categories that corresponded to the Land Use Table in the City Zoning Ordinance.

Trip Generation Estimates Table (attached)

- 1) A trip generation estimates table was developed that used the same format as and is consistent with the same categories as the Land Use Table in 11-2-3 of the Helena Zoning Ordinance.
- 2) Land use definitions in 11-2-4 were compared with ITE land use definitions to determine which trip generation estimates would be more appropriate for Helena.
- 3) When ITE did not have trip generation estimates for some of the uses included in the City's Land Use Table, the most relevant or similar ITE land use category and trip generation estimates were used.

#### Traffic Impact Study Percentages for Mixed Uses (attached)

Using the proposed Trip Generation Estimates table, percentages were assigned to the various City zoning districts based upon the permitted uses of that district.

- 1) The diversity of larger areas and the constraints of smaller developments less than 3 acres was considered when developing the percentages. Three acres would be slightly larger than a typical (older) city block. Greater diverse development tends to be more likely to occur on property larger than 3 acres, especially in the commercial zoning districts.
- 2) The percentage table identifies intensity of uses as high, medium and low trip generators based upon the use and ITE estimates.
- 3) For property less than 3 acres in size, the traffic impact study would use the "Medium Intensity" category for 100% of the developable area.
- 4) If a use requires a CUP, trip generation estimates for the specific use would be used.
- 5) Mixed use developments would be evaluated according to the proposed percentages that take into account typical development patterns in Helena.

#### **Next Steps**

- 1) Discuss the proposed Trip Generation Estimates Table and the Traffic Impact Study Percentages for Mixed Uses with the City Public Works Department, and make revisions if necessary.
- 2) Decide which land uses and trip generation estimates are appropriate for traffic impact studies and development proposals.
- 3) Discuss the proposed Trip Generation Estimates Table and the Traffic Impact Study Percentages for Mixed Uses with engineers in the community, and make revisions if necessary.
- 4) Implementation.

## **Traffic Impact Study Percentages for Mixed Uses**

- Zoning Districts under 3 acres use Medium Intensity for 100% of the developable area
- If use requires a CUP, traffic generation for the specific use should be used

Zoning District Intent  R-1/R-2 Residential Provide for residential dwellings and limited nonresidential development	Intensity High	Use Single Family – 2 per	Traffic generation # weekday vehicle trips/per ITE  ITE #210 9.52 / unit	Percentage of traffic generation mix for TIS
that protects and enhances the residential nature of the area.	Medium	Single Family – 1 per	ITE #210	75%
	/Low	lot	9.52 / unit	
R-3 Residential  Provides for the development of a mixture of residential structures to serve varied housing needs and allows limited compatible nonresidential uses.	High	Residential multiple dwelling units (One unit per every 2,000 square feet of lot area)	ITE #220 6.65 /unit	30%
	Medium	Single Family – 2 per lot	ITE #210 9.52 / unit	40%
	Low	Single Family – 1 per lot	ITE #210 9.52 / unit	30%
R-4/R-O Residential Office				
Provide for a compatible mix of higher density residential development with professional and business offices and associated service uses.	High	Quality Restaurant	ITE #931 89.95/1,000 sf GFA	10%
	Medium	Residential multiple dwelling units (One unit per every 1,200 square feet of lot area)	ITE #220 6.65 /unit	50%
	Low	Single Family – 1 per lot	ITE #210 9.52 / unit	40%
B-1 Neighborhood Business				
Provides for a compatible mixture of residential, public, and small scale commercial uses that serve as transitions between zoning districts.	High	Restaurant	ITE #931 89.95/1,000 sf GFA	20%

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Zoning District Intent	Intensity	Use	Traffic generation # weekday vehicle	Percentage of traffic
intent			trips/per ITE	generation mix
			trips/per ric	for TIS
	Medium	Residential multiple	ITE #220	55%
		dwelling units	6.65 /unit	3373
		(One unit per every 1,000		
		square feet of lot area)	ITE (1040	250/
	Low	Single Family – 2 per	ITE #210	25%
		lot	9.52 / unit	
B-2				
General Commercial				
Provides for compatible	High	Restaurant, drive-in	ITE #210	15%
residential uses and a broad		•	496.12/1000 gfa	
range of commercial and service uses that serve large				
areas of the city and that are				
normally required to sustain a community.				
community.	Medium	General Retail Sales	ITE #813	45%
			50.75/1000 gfa	1273
	Low	General/professional	ITE #710	20%
		services	11.03/1000 gfa	
		Posidontial multiple	ITE #220	
		Residential multiple dwelling units	6.65 /unit	20%
		aweiiiig aiiits	0.03 / 41111	
B-3				
Central Business				
Is the central focus of the	High	Restaurant	ITE #931	15%
city's business, government, service, and cultural			89.95/1,000 sf	
activities, and allows			GFA	
compatible residential				
development.	Medium	General retail sales	ITE #813	40%
	Ivicaiaiii	General retail sales	50.75/1000 gfa	4070
			30.73, 1000 8.4	
	Low	General/professional	ITE #710	25%
		services	11.03/1000 gfa	
		Posidontial multiple	ITE #220	
		Residential multiple dwelling units	6.65 /unit	20%
		uweiiiig uiiits	0.03 / UIIIL	
CLM				
Commercial Light				
Manufacturing				
Provides for the community's	High	Tavern	ITE #931	15%
commercial and light manufacturing needs. These			89.95/1,000 sf	
uses generally need access to			GFA	
the city's transportation				
amenities and should be located to reduce adverse				

	T		+ cc	
Zoning District	Intensity	Use	Traffic generation	Percentage of
Intent			# weekday vehicle	traffic
			trips/per ITE	generation mix
impacts upon residential				for TIS
neighborhoods in the city.				
	Medium	General retail sales	ITE #813	30%
			50.75/1000 gfa	
	Low	Industrial, Light	ITE #110	25%
			6.97/1000 gfa	
		., .		
		General/professional	ITE #710	
		services	11.03/1000 gfa	25%
NA I				
M-I Manufacturing and Industrial				
Provides for manufacturing	High	Construction Material	ITE #812	25%
and other industrial uses.	i iigii	Sales	45.16/1000 gfa	25/0
		Sales	45.10/ 1000 gla	
	Medium	Industrial, Light	ITE #110	50%
			6.97/1000 gfa	33/3
	Low	Warehouse	ITE #152	25%
			1.68/1000 gfa	
PLI				
Public Lands and				
Institutions				
Provides for and applies only	High	Administrative	ITE #730	35%
to public and quasi-public institutional uses and lands,		Government Agency	68.93/1000 gfa	
and recreational, educational,				
and public service activities				
for the general benefit of the citizens of the city.				
	Medium	Healthcare facility	ITE #610	40%
		,	13.22/1000 gfa	
	Low	Worship Facility	ITE #560	25%
			9.11/1000 gfa	
Airport				
Provides for airport uses and facilities necessary for the	High	Administrative	ITE #710	25%
operation, maintenance, and		Services	11.03/1000 gfa	
protection of airports.				
Associated retail and service uses, public institutional uses,				
aeronautical related				
manufacturing, public				
service, and limited recreational activities are also				
permitted.				
	Medium	Airport	ITE #021	50%
			104.73/Average	

Zoning District Intent	Intensity	Use	Traffic generation # weekday vehicle trips/per ITE	Percentage of traffic generation mix for TIS
			flights per day	
	Low	Industrial, Light	ITE #110 6.97/1000 gfa	25%

ITE – Institute of Transportation Engineers sf- square feet GFA – Gross Floor Area

### **ZONING ORDINANCE LAND USE TABLE & ITE TRIP GENERATION ESTIMATES**

ZONING ORDINANCE LAND USE	ITE LAND USE CATEGORY	ITE TRIP GENERATION ESTIMATE Weekday Trips Per 1,000 sf gross floor area (gfa) unless otherwise noted	NUMBER OF STUDIES	PERMITTED ZONING DISTRICTS	(# of ITE observations for alternate formulas)
Residential Uses:		1			11
Boarding/rooming house, 1-3 residents	320 Motel	5.63 trips/room	10	OSR, R-1/R-2, R-3, R-4/R-O, B-1, B-2, B-3, CLM, M-1	Specific use not in ITE
Boarding/rooming house, 4-20 residents	320 Motel	5.63/room	10	R-4/R-O, B-1, B-2, B-3, CLM, M-1	Specific use not in ITE
Community residential facility, type I, 1-12 residents	254 Assisted Living	2.66/Bed	16	OSR, R-1/R-2, R-3, R-4/R-O, B-1, B-2, B-3,	ITE also uses employees for Assisted Living
Community residential facility, type II, 13 or more residents	254 Assisted Living	2.66/Bed	16	R-1/R-2, R-3, R-4/R-O, B-1, B-2, B-3, CLM, PLI	ITE also uses employees for Assisted Living
Mobile home park	240 Mobile Home Park	4.99/ DU	35	R-1/R-2, R-3, R-4/R-O, B-1, B-2	ITE uses occupied DU, and also uses persons, vehicles, acres
Residence, single-dwelling unit	210 Single-Family Detached Housing	9.52/DU	355	OSR, R-1/R-2, R-3, R-4/R-O, B-1, B-2, B-3, CLM, M-1	ITE also uses persons, vehicles, acres
Residence, two-dwelling units	210 Single-Family Detached Housing	9.52/DU	355	OSR, R-1/R-2, R-3, R-4/R-O, B-1, B-2, B-3, CLM	ITE doesn't have this specific category, stating apts. are at least 3 DU

ZONING ORDINANCE LAND USE	ITE LAND USE CATEGORY	ITE TRIP GENERATION ESTIMATE Weekday Trips Per 1,000 sf gross floor area (gfa) unless otherwise noted	NUMBER OF STUDIES	PERMITTED ZONING DISTRICTS	(# of ITE observations for alternate formulas)
Residence, multiple-dwelling units (3 or more units)	220 Apartment (3 or more DU)	6.65 trips/DU	88	R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, CLM	ITE also uses persons, vehicles
NONRESIDENTIAL USES:	<u>"</u>	<u> </u>			<u> </u>
Agricultural Uses:					
Horticulture (accessory to primary use)	N/A	N/A		OSR, R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, CLM, M-1 PLI Airport	Not in ITE
Community Services/Uses:					
Administrative government agency	730 Government office Building	68.93/1000 gfa	1	R-4/R-O, B-1, B-2, B-3, CLM, PLI Airport	
Animal shelter	640 Animal Hospital and Veterinary Clinic	4.72/1000 gfa	2	B-2, CLM, M-1 PLI	Not in ITE PM Peak Hour
Community center	495 Recreational Community Center	33.82/1000 gfa	3	B-1, B-2, B-3, CLM, PLI	
Community cultural facility	590 Library	56.24/1000 gfa	10	R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, PLI Airport	
Correctional facility	730 Government Office Building	68.93/1000 gfa	1	CLM, M-1 PLI	
Prerelease center	571 Prison	6.54/1000 gfa	1	B-1, B-2, B-3, CLM, PLI	Not in ITE 1000 gfa on Saturday
Public safety facility	730 Government Office Building	68.93/1000 gfa	1	OSR, R-1/R-2, R-3, R-4/R-0,	Not in ITE

ZONING ORDINANCE LAND USE	ITE LAND USE CATEGORY	ITE TRIP GENERATION ESTIMATE Weekday Trips Per 1,000 sf gross floor area (gfa) unless otherwise noted	NUMBER OF STUDIES	PERMITTED ZONING DISTRICTS	(# of ITE observations for alternate formulas)
				B-2, B-3, CLM, M-1 PLI Airport	
Worship facility	560 Church	9.11 trips/1000 gfa	8	R-1/R-2, R-3, R-4/R-O, B-1, B-2, B-3, CLM, PLI	
Education		<u> </u>			<u> </u>
Higher education	530 University/College	1.71/student	9	R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, CLM, PLI	
Instructional facility	530 University/College	1.71/student	9	R-4/R-O, B-1, B-2, B-3, CLM, M-1 PLI Airport	
K-12	522 Middle School	1.62/student	33	R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, CLM, PLI	
Food And Beverage Sales:					JL .
Casino	931 Quality Restaurant	89.95/1000 gfa	15	B-2, B-3, CLM	473 Casino/Video Lottery Establishment - No weekday info for gfa
Restaurant	931 Quality Restaurant	89.95/1000 gfa	15	R-4/R-O, B-1, B-2, B-3, CLM, Airport	
Restaurant, drive-in	934 Fast-Food w/ drive through	496.12/1000 gfa	21	B-2, B-3	
Specialized food production with on-site consumption	931 Quality Restaurant	89.95/1000 gfa	15	B-1, B-2, B-3, CLM,	Not in ITE

ZONING ORDINANCE LAND USE	ITE LAND USE CATEGORY	ITE TRIP GENERATION ESTIMATE Weekday Trips Per 1,000 sf gross floor area (gfa) unless otherwise noted	NUMBER OF STUDIES	PERMITTED ZONING DISTRICTS	(# of ITE observations for alternate formulas)
Specialized food production without on-site consumption	110 Light Industrial	6.97 trips/1000 gfa	18	M-1	
Tavern	931 Quality Restaurant	89.95/1000 gfa	15	B-2, B-3, CLM, Airport	
Healthcare:	<u> </u>				
Healthcare center	720 Medical-Dental Office Building	36.13/1000 gfa	10	R-4/R-O, <i>B-1</i> , B-2, B-3	
Healthcare facility	610 Hospital	13.22/1000 gfa	17	R-4/R-O, B-1, B-2, B-3, PLI	
Industrial/Manufacturing:	<u>II</u>	<u> </u>			<u>"</u>
Contractor yard	110 Light Industrial	6.97/1000 gfa	18	<i>B-2,</i> CLM, M-1	Not in ITE
Industrial, heavy	140 Manufacturing	3.82/1000 gfa	62	<i>CLM,</i> M-1	ITE also uses employees, acres
Industrial, light	110 Light Industrial	6.97/1000 gfa	18	B-1, B-2, B-3, CLM, M-1 Airport	ITE also uses employees, acres
Industrial park	110 Light Industrial	6.97/1000 gfa	18	<i>CLM,</i> M-1	ITE also uses employees, acres
Junkyard	110 Light Industrial	6.97/1000 gfa	18	<i>CLM,</i> M-1	Not in ITE
Motor vehicle wrecking facility	110 Light Industrial	6.97/1000 gfa	18	M-1	Not in ITE
Overnight Accommodations:	<u>!</u>	<u> </u>			<u>"</u>
Bed and breakfast	320 Motel	5.63/room	10	OSR, R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3	Not in ITE
Campground/RV park	240 Mobile Home Park	4.99/1000 gfa	35	B-2, CLM	No weekday info in ITE
Country inn	320 Motel	5.63/room	10	R-3, R-4/R-0, B-1, B-2, B-3	Not in ITE

ZONING ORDINANCE LAND USE	ITE LAND USE CATEGORY	ITE TRIP GENERATION ESTIMATE Weekday Trips Per 1,000 sf gross floor area (gfa) unless otherwise noted	NUMBER OF STUDIES	PERMITTED ZONING DISTRICTS	(# of ITE observations for alternate formulas)
Emergency shelter	254 Assisted Living	2.66 trips/bed	16	R-4/R-O, B-1, B-2, B-3, CLM, PLI	Not in ITE
Hotel/motel	320 Motel	5.63 trips/room	10	B-1, B-2, B-3, Airport	No ITE info for gfa ITE also includes: All Suites Hotel, Business Hotel, Resort Hotel
Recreation, Indoor:	_				_
Indoor entertainment, sports and recreation	443 Movie Theater w/o Matinee or 441 Live Theater	78.06/1000 gfa	1	R-4/R-O, B-1, B-2, B-3, CLM,	No gfa info in ITE for 441 Live Theater
	495 Recreational Community Center	33.82/1000 gfa	3	MI, Airport	
Recreation, Outdoor:	<u>                                     </u>	<u>'</u>			.Н
Open space	N/A	N/A	N/A	OSR, R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, CLM, M-1 PLI Airport	Not in ITE; No parking spaces required so no trip generation estimates needed
Outdoor entertainment, sports and recreation	488 Soccer Complex (to be used for all types of fields)	71.33/field	3	B-2, B-3, CLM, M-1 PLI Airport	No gfa info in ITE
Parks/playgrounds	411 City Park	1.89/acre	4	OSR,	No weekday info
(by size)	417 Regional Park	4.57/acre	5	R-1/R-2, R-3, R-4/R-O, B-1, B-2, B-3, CLM, PLI Airport	for gfa  No weekday info for gfa
Rental And Repair:	<u> </u>	<u>'L</u>		,	<u> </u>
General repair	110 Light Industrial	6.97/1000 gfa	18	R-3, R-4/R-O, B-1, B-2, B-3, CLM, M-1	Not in ITE
Large equipment rental	110 Light Industrial	6.97/1000 gfa	18	B-2, CLM, M-1	

ZONING ORDINANCE LAND USE	ITE LAND USE CATEGORY	ITE TRIP GENERATION ESTIMATE Weekday Trips Per 1,000 sf gross floor area (gfa) unless otherwise noted	NUMBER OF STUDIES	PERMITTED ZONING DISTRICTS	(# of ITE observations for alternate formulas)
Small equipment rental	110 Light Industrial	6.97 trips/1000 gfa	18	B-1, B-2, CLM, M-1	
Sales:	<u> </u>		<u> </u>	<u> </u>	<u> </u>
Agriculture supply sales	110 Light Industrial	6.97/1000 gfa	18	B-2, CLM, M-1	)
Auction sales	110 Light Industrial	6.97/1000 gfa	18	B-1, B-2, B-3, CLM	Not in ITE
Construction material sales	812 Building Material and Lumber Store	45.16/1000 gfa	4	B-2, CLM, M-1	
General retail sales	813 Free-Standing Discount Superstore	50.75/1000 gfa	65	B-1, B-2, B-3, CLM	
Manufactured housing sales	110 Light Industrial	6.97/1000 gfa of office	18	B-2, CLM, M-1	Not in ITE
Sexually oriented business	813 Free-Standing Discount Superstore	50.75/1000 gfa	65	CLM	Not in ITE
Shopping center	813 Free-Standing Discount Superstore	50.75/1000 gfa	65	B-2, B-3, CLM	
Services:			<u> </u>		<del>"</del>
Administrative services	710 General Office Building	11.03/1000 gfa	79	R-4/R-O, B-1, B-2, B-3, CLM, Airport	Not in ITE
Artisan shop	110 Light Industrial	6.97/1000 gfa	18	R-3, R-4/R-O, B-1, B-2, B-3, CLM, M-1	Not in ITE
Commercial kennel	640 Animal Hospital and Veterinary Clinic	4.72/1000 gfa	2	B-1, B-2, B-3, CLM, M-1	Not in ITE
Crematorium	110 Light Industrial	6.97/1000 gfa	18	CLM, M-1	Not in ITE

ZONING ORDINANCE LAND USE	ITE LAND USE CATEGORY	ITE TRIP GENERATION ESTIMATE Weekday Trips Per 1,000 sf gross floor area (gfa) unless otherwise noted	NUMBER OF STUDIES	PERMITTED ZONING DISTRICTS	(# of ITE observations for alternate formulas)
Daycare, adult (up to 12)	565 Day Care Center	4.38/ student	12	OSR, R-1/R-2, R-3, R-4/R-O, B-1, B-2, B-3, CLM, PLI	Not in ITE
Daycare center (13 or more children)	565 Day Care Center	4.38 trips/ student for number of students approved by State license	12	R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, CLM, PLI	
Daycare, family (up to 6 children)	565 Day Care Center	4.38/ student for number of students approved by State registration	12	OSR, R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, CLM,	Not in ITE
Daycare, group (up to 12 children)	565 Day Care Center	4.38/ student for number of students approved by State registration	12	OSR, R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, CLM	Not in ITE
Financial services	912 Bank Drive-in	148.15/1000 gfa	7	R-4/R-O, B-1, B-2, B-3	
Funeral home	560 Church	9.11/1000 gfa		B-1, B-2, B-3, CLM, M-1	Not in ITE
General/professional services	710 General Office Building (ITE definition: may include banks, restaurants, retail etc.)	11.03/1000 gfa	79	R-3, R-4/R-0, B-1, B-2, B-3, CLM	
Veterinary clinic, large animals	640 Animal Hospital/ Veterinary Clinic	4.72/1000 gfa	2	<i>B-2,</i> CLM, M-1	PM Peak Hour; No weekday info for gfa
Veterinary clinic, small animals	640 Animal Hospital/ Veterinary Clinic	4.72/1000 gfa	2	B-1, B-2, B-3, CLM, M-1	PM Peak Hour; No weekday info for gfa

ZONING ORDINANCE LAND USE	ITE LAND USE CATEGORY	ITE TRIP GENERATION ESTIMATE Weekday Trips Per 1,000 sf gross floor area (gfa) unless otherwise noted	NUMBER OF STUDIES	PERMITTED ZONING DISTRICTS	(# of ITE observations for alternate formulas)
Storage:	•	•			
Agricultural commodity storage facility	110 Light Industrial	6.97/1000 gfa	18	CLM, M-1	Not in ITE
Fuel tank farm	110 Light Industrial	6.97 trips/1000 gfa	18	CLM, M-1 Airport	Not in ITE
Ministorage facility	151 Mini-Warehouse	2.50/1000 gfa	14	B-2, B-3, CLM, M-1	
Warehouse	152 High Cube-Type Warehouse	1.68/1000 gfa	52	B-2, CLM, M-1	
Temporary Uses By District:	<u> II                                  </u>	<u> 11                                  </u>	<u>                                     </u>		<u> </u>
Carnivals and circuses	N/A	N/A	N/A	B-2, B-3, CLM, M-1 PLI	Not in ITE; No parking spaces required so no trip generation estimates needed
Itinerant outdoor sales with business license	N/A	N/A	N/A	B-1, B-2, B-3, CLM	Not in ITE; No parking spaces required so no trip generation estimates needed
On site construction office	N/A	N/A	N/A	OSR, R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, CLM, M-1, PLI, Airport	Not in ITE; No parking spaces required so no trip generation estimates needed
Outdoor concerts and theatrical performances	441 Live Theater	78.06/1000 gfa	1	OSR, B-1, B-2, B-3, CLM, M-1 PLI Airport	No gfa info for 441 Live Theater so trip generation estimates are based upon
Transportation:	<u> </u>	<u>II</u>	<u>                                     </u>		<u>n</u>
Airport	021 Commercial Airport	104.73/Average flights per day	2	Airport	
Bus terminal	090 Park & Ride Lot with Bus Service	4.5 trips/parking space	4	B-1, B-2, B-3, CLM, PLI	Not in ITE
Freight terminal	030 Intermodal Truck Terminal	9.89/1000 gfa	1	CLM, M-1 Airport	

ZONING ORDINANCE LAND USE	ITE LAND USE CATEGORY	ITE TRIP GENERATION ESTIMATE Weekday Trips Per 1,000 sf gross floor area (gfa) unless otherwise noted	NUMBER OF STUDIES	PERMITTED ZONING DISTRICTS	(# of ITE observations for alternate formulas)
Parking lot (commercial stand-alone parking lot not associated with a specific land use)	090 Park-and-Ride Lot with Bus Service	4.50 trips/parking space	4	R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, CLM, M-1 PLI	No parking spaces required as a separate land use so no trip generation estimates needed
Parking structure (commercial stand-alone parking structure not associated with a specific land use)	090 Park-and-Ride Lot with Bus Service	4.50 trips/parking space		B-1, B-2, B-3, CLM, M-1 PLI Airport	Not in ITE  No parking spaces required as a separate land use so no trip generation estimates needed
Railroad yard	110 Light Industrial	6.97/1000 gfa	18	CLM, M-1	Not in ITE
Utilities:		<u> </u>			
Composting	110 Light Industrial	6.97/1000 gfa	18	CLM, M-1	Not in ITE
Recycling	110 Light Industrial	6.97/1000 gfa	18	CLM, M-1	Not in ITE
Utility, distributed power	170 Utilities	1.32/1000 gfa		OSR, R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, CLM, M-1 PLI Airport	PM Peak Hour; No weekday info for gfa; AM and PM peak hour trips per employee, acre, 1000 gfa
Utility, major	170 Utilities	1.32/1000 gfa		M-1 PLI	PM Peak Hour; No weekday info for gfa
Utility, minor	170 Utilities	1.32/1000 gfa		OSR, R-1/R-2, R-3, R-4/R-0, B-1, B-2, B-3, CLM, M-1 PLI Airport	PM Peak Hour; No weekday info for gfa
Vehicle Trade And Service:	044.6 !! /2	1400 50 /5 /5 /5 /5 /5		D 2	1
Vehicle fuel sales	944 Gasoline/Service Station	168.56/fueling position	6	B-2, CLM	
Vehicle repair	942 Auto Care Center	2.25/1000 gfa	2	<i>B-2,</i> CLM, M-1	AM Peak Hour

ZONING ORDINANCE LAND USE	ITE LAND USE CATEGORY	ITE TRIP GENERATION ESTIMATE Weekday Trips Per 1,000 sf gross floor area (gfa) unless otherwise noted	NUMBER OF STUDIES	PERMITTED ZONING DISTRICTS	(# of ITE observations for alternate formulas)
Vehicle sales and rental	841 Automotive Sales	32.3/ 1000 gfa	15	B-2, CLM, Airport	
Vehicle services	941 Quick Lube	5.19 trips/1000 gfa	8	B-2, CLM, M-1	AM Peak Hour

Totals

number of parcels

acreage

High =SUM(C10:L10)

Mid = SUM((C12/2),D12:L12)

Low =SUM((C12/2),D14,E14,F14,G14,H14,I14,J14,K1

Total =SUM(B4:B6)

#### **EXHIBIT C**

R-1 or R-2 R-3

High High

=2\*(C2\*0.25)\*9.52 =((D3\*0.3\*43560)/2000)\*6.65

Medium & Low Medium

=(C2\*0.75)\*9.52 =((D2\*0.4\*2))\*9.52

Low

=((D2\*0.3))\*9.52

R-4 or R-0 R-U

High High =((E3\*0.1\*43560)/1000)\*0.192\*89.95 =(F3\*0.1\*43560)

 $= ((E3*0.1*43560)/1000)*0.192*89.95 \\ \text{Medium} \\ = (F3*0.1*43560*0.192*89.95)/1000 \\ \text{Medium}$ 

=((E3\*0.5\*43560)/1200)\*6.65 =((F2\*0.6\*2))\*9.52

-((LS 0.5 45500)/1200) 0.05 -((12 0.0 2)) 5.52

=((E2\*0.4))\*9.52 =((F2\*0.3))\*9.52

High
=((G3\*0.2\*43560)/1000)\*0.192\*89.95
Medium
=((G3\*0.55\*43560)/1000)\*6.65
Low
=2\*(G2\*0.25)\*9.52

```
High
=((H3*0.25*43560)/1000)*0.192*496.12
Medium
=((H3*0.45*43560)*0.526/1000)*50.75
Low
=(((H3*0.15*43560)/1000)*6.65)+((H3*0.15*43560)*0.526/1000)*11.03
```

CLM DT TR

High High =((I3\*0.15\*43560)/1000)\*0.192\*89.95

Medium Medium Medium

=((I3\*0.3\*43560)\*0.526/1000)\*50.75 Low Low Low

Low Low Lo =((I3\*0.25\*43560)\*0.35/1000)\*6.97

PLI

High

Medium

Low