

Memorandum

REPORT TO: City Commission

FROM: Bailey Minnich, Development Review Planner
Brian Krueger, Development Review Manager
Erin George, Interim Community Development Director

SUBJECT: Authorize the Mayor to sign the Findings of Fact and Order for the Parklands Amended Subdivision Preliminary Plat, Application 25273 (Quasi-Judicial)

MEETING DATE: September 23, 2025

AGENDA ITEM TYPE: Community Development - Quasi-Judicial

RECOMMENDATION: Approve and Authorize the Mayor to sign the Findings of Fact and Order for the Parklands Amended Subdivision Preliminary Plat to Subdivide 1.201 acres to create 8 buildable lots.

STRATEGIC PLAN: 4.2 High Quality Urban Approach: Continue to support high-quality planning, ranging from building design to neighborhood layouts, while pursuing urban approaches to issues such as multimodal transportation, infill, density, connected trails and parks, and walkable neighborhoods.

BACKGROUND: The Department of Community Development received a Preliminary Plat Application on May 23, 2025, requesting to subdivide 1.201 acres to create 8 buildable lots. The subject property is zoned R-4 (Residential High Density District).

On July 16, 2025 the Development Review Committee (DRC) found the application sufficient for continued review and recommends the conditions and code provisions identified in this report. The subdivider requested waivers with this application. The requested waivers were approved by the Development Review Committee (DRC) on June 11, 2025 and included BMC 38.220.060.A.1 Surface Water, BMC 38.220.060.A.2 Floodplain, BMC 38.220.060.A.3 Groundwater, BMC 38.220.060.A.4 Geology, BMC 38.220.060.A.5 Vegetation, BMC 38.220.060.A.6 Wildlife, BMC 38.220.060.A.7 Agriculture, BMC 38.220.060.A.8 Agricultural water user facilities, BMC 38.220.060.A.9 Water and Sewer, BMC 38.220.060.A.10 Stormwater, BMC 38.220.060.A.11 Streets, BMC 38.220.060.A.12 Utilities,

BMC 38.220.060.A.13 Land use, BMC 38.220.060.A.14 Parks and recreation facilities, BMC 38.220.060.A.15 Neighborhood Center, BMC 38.220.060.A.16 Lighting Plan, BMC 38.220.060.A.17 Miscellaneous, and BMC 38.220.060.A.18 Affordable Housing. Please see the Findings of Fact for analysis of the review criteria.

The Community Development Board acting in their capacity as the Planning Board considered the application and provided a recommendation of approval on September 8, 2025. No public comment was received at the meeting. There was one question from the board about the capacity of the installed water and sewer lines for multiple dwelling units. A motion to recommend approval of the subdivision was passed 5-0.

This subdivision meets the criteria for review under 76-3-616 Montana Code Annotated (MCA) - Exemption for Certain Subdivisions. This statute exempts this subdivision from the public hearing requirement. Per BMC 38.240.100 the final decision for this preliminary plat must be made within 60 working days from sufficiency, or by October 8, 2025.

The City Commission held a public meeting to consider the application for approval on September 9, 2025. A video of the meeting is available on the [City's Streaming Video Archive](#). No public comment was received. The motion to approve consent items F.1 to F.13 passed unanimously.

UNRESOLVED ISSUES: None

ALTERNATIVES: As recommended by the City Commission

FISCAL EFFECTS: Fiscal impacts are undetermined at this time, but will include increased property tax revenues from new development, along with increased costs to deliver municipal services to the property. Impact fees will be collected at the time of building permit issuance for individual buildings along with City sewer and water connection fees.

Attachments:

[25273 Parklands Amended PP_Findings of Fact.pdf](#)

Report compiled on: September 16, 2025