

Memorandum

REPORT TO: Transportation Board

FROM: Tom Rogers, Senior Planner
Chris Saunders, Community Development Manager
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SUBJECT: Unified Development Code (UDC) Update Supplemental Engagement Phase 1 Report and Work Session

MEETING DATE: March 26, 2025

AGENDA ITEM TYPE: Plan/Report/Study

RECOMMENDATION: No action required.

STRATEGIC PLAN: 1.2 Community Engagement: Broaden and deepen engagement of the community in city government, innovating methods for inviting input from the community and stakeholders.

BACKGROUND:

General Background

The Unified Development Code (UDC) sets regulations around what kinds of development can occur in which areas. For the 2022-2023 Commission 2-year priority cycle, Bozeman City Commission named the UDC update as a key priority of the city. Thus began the UDC Update process, a project that kicked off in summer 2022 with the goals of:

- Implementing the vision and goals of other guiding City documents, such as the 2020 Community Plan, Climate Plan, and the Community Housing Action Plan.
- Making the Code more user-friendly
- Updating the Code per changes in state law.

A variety of in-person and virtual engagement opportunities were held throughout 2022 and 2023. In the summer of 2023, following feedback from the public, advisory boards, and Commission, a draft revised development code was released.

The Transportation Advisory Board considered the initial draft regulations on August 23, 2023, and September 27, 2023. The meeting memo and all supplementary documentation can be available at the following link. [[External PDF Link](#)]. In addition, a variety of in-person and virtual engagement opportunities were held throughout 2022 and 2023. In the summer of 2023, following feedback from the public, advisory boards, and Commission, a draft revised development code was released.

Many residents expressed concerns about the draft, with some wanting more time to review and give feedback. In October 2023, Commission paused the process with the desire to pick back up in 2024. In September 2024, Commission began the restart of the project with a work session on how the project will resume, including what engagement might look like. On October 1, Commission approved the supplemental engagement plan.

Since then, staff have executed the plan through the following methods:

- Launched an online survey that ran from Nov. 22 through Jan. 8 and garnered 229 responses.
- Hosted an online webinar on 12/9 that had 76 attendees.
- Hosted five open houses, one in each quadrant (NW, SW, SE, NE) of the city and one at MSU, which had at least 238 attendees total across all events (some attendees were not captured at sign-in).
- Hosted 8 meetings with groups including Local Food Systems partners, Better Bozeman Coalition, University Neighborhood Association, Jandt Neighborhood Association, Midtown Neighborhood Association, Cooper Park Neighborhood Association, Northeast Neighborhood Association, and Forward Montana.
- Used a variety of methods to communicate engagement opportunities including emails to key partners; Engage Bozeman newsletters and web updates; Bozeman.net banner, e-notifications and calendar updates; a message in the utility bill; a paid mailer to all who reside in the city; a press release to media outlets; a paid Facebook/Instagram social media ad; social media posts on Facebook, Instagram, Twitter, Nextdoor; and a paid ad in the Bozeman Daily Chronicle.

The full text of the draft Chapter 38 [[External PDF](#)] is as available online in the Engage Bozeman Project web site.

Transportation Advisory Board Specific Background

Areas of relevance to the Transportation Board can be found in several places in the draft including:

38.400.060.B.3 (pages 4-7 to 4-9) which sets the standards for mitigation of transportation impacts. This includes a change to level of service from C to D, change in design year of traffic analysis, and establishes standards for local streets and flow for the first time.

- 38.400.100 (page 4-14) replacing the standards and graphics for street vision triangles which provide for adequate sight distance to avoid crashes.
- 38.530.040 (pages 5-39 to 5-44) consolidates non-residential parking types, simplifies calculation with consistent baseline, reduces the number of parking spaces required with new development. Nonresidential parking is substantially changed with some areas not required to provide parking at all, parking standards being simplified, and generally reduced and alternative compliance means removed. Residential parking was modified in fall of 2022, so it has little change

at this time.

- 38.530050 and 060 (pages 5-44 to 5-45) additional flexibility of off-site location and sharing of parking spaces increased.
- 38.530.070 (pages 5-45 to 5-48) bicycle parking is elevated to a full section, revised to address both short and long-term storage, no longer dependent on vehicle parking to establish the number required, and standards updated.
- 38.710.050.A.11 (pages 7-23 to 7-27) which replaces the information required to be provided by a developer regarding transportation capacity, impacts, and mitigation of development.

Purpose of meeting

The City Commission requested advisory boards to understand the project and have an opportunity to ask questions and provide feedback as part of Phase 2 of public engagement. Accordingly, staff will provide a UDC project update and will include a summary of public feedback gathered during Phase 1 of supplementary engagement, a refresher on the scope of topics the project is addressing, and an opportunity for Board Members to ask questions and provide feedback on areas of interest.

Two subject areas relevant to the Transportation Board are not addressed in this code replacement. The Park, Recreation, and Active Transportation (PRAT) plan. The Engineering Division is currently working on updating the City's Design and Specifications Manual. Once that is completed some code changes will be needed to avoid duplication of regulations and coordinate between those two documents.

Creating code requires balancing of many priorities. Code development is an ongoing process as new issues are identified, new Issue Plans are adopted, and community needs change. Code work occurring separate from this UDC replacement include:

- Revisions to water conservation standards,
- Revisions to wetland protection standards, and
- Updating of standards relating to parks and active transportation based on the Parks Recreation and Active Transportation Plan. The update to the Integrated Water Resource Plan.

UNRESOLVED ISSUES: None.

ALTERNATIVES: None.

FISCAL EFFECTS: None.

Attachments:

[UDC_Open_House_Report.pdf](#)

[UDC_Survey_Results.pdf](#)

Report compiled on: March 19, 2025