

# 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 Meadow Bridge Subdivision Preliminary Plat, Application 25017 (**Quasi-Judicial**)

**MEETING DATE:** August 5, 2025

**AGENDA ITEM TYPE:** Community Development - Quasi-Judicial

**RECOMMENDATION:** Approve and authorize the Mayor to sign the Findings of Fact and Order for the Meadow Bridge Subdivision Preliminary Plat to Subdivide 25.32 acres to create 45 buildable lots, 3 open space lots, and 1 city park lot with easements and associated right of way.

**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 January 10, 2025 requesting to subdivide 25.32 acres to create 45 buildable lots, 3 open space lots, and 1 city park lot with easements and associated right of way. The subject property is zoned R-3 (Residential Medium Density District).

On May 22, 2025 the Development Review Committee (DRC) found the application sufficient for continued review and recommends the conditions and code provisions identified in this report. No waivers were granted with the pre-application plan review on August 9, 2024. 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 July 7, 2025. No public comment was received at the meeting.

There was one question from the board about potential duplicate files listed in the Public Documents folder, and no discussions regarding the proposed subdivision. 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 August 19, 2025.

The City Commission held a public meeting to consider the application for approval on July 15, 2025, at 6:00 pm. 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 G.1 to G.11 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:

[25017 Meadow Bridge\\_Findings of Fact.pdf](#)

Report compiled on: July 16, 2025