

# Memorandum

**REPORT TO:** City Commission

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

**SUBJECT:** Approve the Meadow Bridge Subdivision Preliminary Plat Application to Subdivide Two Parcels Zoned R-3 Into a Major Subdivision for Residential, Park, and Open Space Uses, 45 Buildable Lots, 1 Park Lot, 3 Open Space Lots, and Road Rights-of-way on a Total 25.32 Acres Generally Located Northwest of the Corner of Blackwood Road and S 23rd Avenue; Application 25017 (Quasi-Judicial)

**MEETING DATE:** July 15, 2025

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

**RECOMMENDATION:** Having reviewed and considered the application materials, public comment, and all the information presented, I hereby adopt the findings presented in the staff report for application 25017 and move to approve the subdivision with conditions and subject to all applicable code provisions.

**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 staff report 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 meeting regarding this subdivision is scheduled for July 15, 2025.

Materials in the submittal relevant to the City Commission's include:

- [Application Documents](#)
- [Application Drawings](#)

The application documents folder will contain the project narrative, infrastructure reports including water, sewer, stormwater, and traffic impacts, as well as documentation to demonstrate compliance with Chapter 38 including compliance with adopted standards required in BMC 38.220.060.

The application drawings folder will contain the full plat set sheets, as well as the overall site plan, proposed landscaping plans, proposed utility and stormwater designs, and proposed street plans.

**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\\_CC Staff Report.pdf](#)

Report compiled on: July 8, 2025