

City of Hamilton
Committee of the Whole
January 14, 2020
7:00 pm

Agenda

Public Comment

Approval of Minutes from December 10, 2019.

Agenda Items

- Review Resolution Establishing a Community Development Fee Schedule
- Goals for 2020
- Consider Uses for Annex Building

Non-Agenda Items

Topics for Consideration for a Future Meeting

- Noise Ordinance
- Potential North/South Routes for Bike/Pedestrian Path

Adjourn

**CITY OF HAMILTON
COMMITTEE MINUTES**

DATE: December 10, 2019

NAME OF COMMITTEE: Committee of the Whole

MEMBERS PRESENT: Council President Travis Martinez
Councilors Bielski, Kemp, Pogachar, and West

MEMBERS ABSENT: Councilor Petrusaitis

NOTE TAKER: Cynthia Fleming, Deputy Clerk

STAFF MEMBERS PRESENT: Matthew Rohrbach, City Planner, Donny Ramer,
Public Works Director, Dominic Farrenkopf Mayor,
arrived at 7:30pm

Council President Martinez opened the meeting at 7 pm. He read a Christmas card addressed to the Council from Samantha Frost.

Public Comment

Kent Barbian, 116 Cottonwood Court. He would like to know what a public person can do to learn more about how local government works.

Approval of Minutes from 12.26.2019

Councilor Pogachar made a correction. On page 3, paragraph 6, in the first sentence, “las” should be, “last”. The correction was noted by the Deputy Clerk. Councilor Kemp moved to approve the minutes with the correction. Councilor Pogachar seconded. The minutes were approved with the correction.

Council President Martinez requested that the 1st agenda item be made the last item, so that the Mayor who would be here later could be involved. Councilor West moved to make the 1st agenda item the last. Councilor Bielski seconded. The motion passed unanimously.

Agenda Items

- **Discussion of Highway 93 at Super One and Bob Wards**

Councilor West asked to have this on the agenda. She feels this area urgently needs to be looked at. It is her experience that the area around Super One and Bob Wards is mayhem every day. She has observed that because of the many exits and entrances onto Highway 93 it is very difficult to get in and out of the parking lots safely and has personally witnessed many near misses. She would like the City try and do something before a major accident happens. Councilor Kemp agreed and added that there needs to be traffic control inside the parking lot at Super One. Committee members and the Public Works Director, Donny Ramer discussed the traffic issues around the

area. Mr. Ramer explained that the Montana Department of Transportation, (MDT) has an access control plan that covers all of the approaches from Skalkaho to the north bridge. All accesses have to be reviewed by MDT. He told them that every time something happens on Highway 93, I get the State involved. Right now, we don't have money to make something happen. When there is not a defined access point you channel traffic to a light and it is controlled. As this area was developed, future needs weren't considered. Councilor West wondered if Super One went to the State when they did their remodel. The remodel was based on the parking lot's north approach. She asked about traffic control in the parking lot. Can we control movement there?

Mr. Ramer feels that we need to get the State involved. He is hopeful that the North Hamilton Urban Renewal District, (NHURD) will begin to generate some funds. Matthew Rohrbach, City Planner, stated that fewer access points would provide more predictability. We can't force them to close them down. We don't have the authority. It is a federal highway and the City's hands are tied. With the remodel at Super One, Mr. Rohrbach wondered if MDT would do a new traffic study. They have been trying to control accesses and it is something that has been identified in the traffic control plan. The expansion has changed traffic flow and perhaps it could trigger the State to do a new analysis. Councilor Martinez brought up the private road just to the north of the Super One parking lot. If the road became a City street, and access was created from Super One, a traffic light could be put in to help create safer and better traffic flow.

RECOMMENDATION:

This item will remain in Committee. Mr. Ramer will send a letter to MDT. He will request that a speed study be done for the north end of Highway 93. He will also request a study for signal analysis and will continue to work with property owners in the area.

- **Prioritize List of Bicycle and Pedestrian Safety Problems**

The Committee was provided a document listing bicycle and pedestrian safety and mobility problem areas and potential solutions. The list was put together with input received at a community meeting facilitated by Bike Walk Bitterroot.

The Committee members discussed the first item on the list, "Safe Crossings" and agreed with Bike Walk Bitterroot's analysis that there are a number of streets that lack safe crossings that create dangerous situation for cyclists, pedestrians and vehicles. Areas of concern included crossing Highway 93 at Desmet. Councilor Pogachar feels that the City would be better served putting a flashing beacon rather than flags. He would like to see the City reach out to MDT and see what the process would be. Other areas of concern are 4th and State and 5th and State Street. Matthew Rohrbach, City Planner, commented that Bike Walk Bitterroot has suggested painting a mural crosswalk. The idea is that the mural will provide vibrancy and interest to the street and slow traffic down. He said that it could be tried out temporarily and then something more permanent.

Committee members discussed areas of angled parking such as the area around the Bitterroot Public Library. Cause for concern is the amount of traffic around the Middle School at 5th Street. Because of the angled parking it is very hard to see without being out in the intersection. It was also mentioned that people park illegally in the striped out areas on the south side of the library.

Councilor West wondered if as a part of the Connect 93 project, timing on the signals could be adjusted. Councilor Martinez said he had noticed the flashing crosswalk sign at State and Highway 93 is too long. The members discussed looking at all of the crossings where the city has flags. Getting pedestrians safely across Highway 93 is a problem all along the highway. Councilor Kemp has observed that drivers don't stop at the flashing crosswalk. She feel that there needs to be a coordinated effort to crack down on drivers who don't stop. Councilor West asked how much the light at State cost to install. Director Ramer replied that with it was approximately \$20,000 and would need MDT approval.

Also, discussed were current and future plans for Old Corvallis Road. It was agreed that as it exist currently it is not a safe route as there aren't shoulders and speeds are faster. A potential solution would be to add bike and pedestrian paths.

City Planner, Matthew Rohrbach commented on item #3, connecting In-City parks. He knows that accomplishing this is probably slower than everyone would like. He feels that this is the nature of these types of projects. We are studying how we can do a better job of connecting parks and getting more people up to Hieronymus. He told the members that Bike Walk Bitterroot will probably be coming to the Council with a potential project this spring. Councilor West said that she could really get on board with a connector trail from River Park to Main Street through the old Westview property.

Director Ramer shared with the Committee that he the just got the final draft of a safety study report for Marcus Street and Freeze Lane. MDT recommends a 4-way stop at Kurtz and Marcus. He believes there will be delays during peak times that will really back up traffic at this intersection. They didn't recommend a round-about. The area was too limited. The intersection did not meet the signal warrant counts.

Mr. Rohrbach commented that a flashing beacon at Daly and Marcus might be needed. It is very hard to see kids crossing or waiting to cross.

Public Comment: Kent Barbian, 116 Cottonwood, commented that students could be asked to build bike racks.

RECOMMENDATION:

Keep in Committee.

- **Details on How to Incentivize Annexation Along Marcus Street**

Donny Ramer, the Public Works Director reminded the Committee members that at the last meeting we discussed properties that are adjacent to the City and what could be done to incentivize those property to annex into the City. He provided the members with an example. At 228 Marcus Street the cesspools have failed and the property needs to be hooked up to City sewer services. The property is already hooked up to City water, so they won't be charged water impact fees. Mr. Ramer asked the Committee members to refer to a document outlining 3 different options for annexation and impact fee costs. The chart showed the City fees, financing options and the 228 Marcus Street Rebate Agreement. The total costs for 228 Marcus Street comes in at \$12,504.13. The cost can be more for some properties. It is based on square footage. These costs don't include construction costs for redoing their systems. He told them that the property owner at Marcus Street has expressed interest in financing. Councilor Kemp commented that the cost is staggering. I can't

even fathom what these properties will do. Mr. Ramer recommends Option 3 which would waive, annexation, zoning and transportation fees. Property owners would be offered this option for a year and we would do targeted outreach. Councilor Kemp asked what happens to the low income owner who has a failing septic and can't get money to annex in or fix their septic. What happens when you have a failing septic system? Mr. Ramer responded that 228 Marcus is pumping on a weekly basis. We can't let them hook in until the zoning and annexation process is complete. There could be an option of a lower monthly payment for property owners. It can be complicated dealing with financing property owners.

Mr. Ramer recommends that the City try Option 3 for a year. He feels that putting a time limit on it will incentivize property owners.

Councilor West moved to approve sending Option #3, (waive annexation, zoning and transportation fees for one year) to City Council. Councilor Bielski seconded. All were in favor of moving this item to City Council.

RECOMMENDATION:

Send Option #3 to City Council for approval.

Non-Agenda Items:

Mayor Farrenkopf asked for additional volunteers for the City/County basketball challenge.

Outgoing Councilor, Travis Martinez stated that he is very pleased that he was a part of all of the accomplishments of the last four years.

Adjourn

Councilor West moved to adjourn. Councilor Bielski seconded. The meeting adjourned at 7:58pm.

Topics for Consideration at a Future Meeting

- Potential North/South Routes for Bike/Pedestrian Path
- Dog Licenses
- Noise Ordinance
- 5G Wireless Discussion

RESOLUTION NO. 1400

A RESOLUTION OF THE CITY OF HAMILTON CITY COUNCIL ESTABLISHING A FEE SCHEDULE FOR THE REVIEW OF ZONING, SUBDIVISION, ANNEXATION, AND OTHER COMMUNITY DEVELOPMENT RELATED REVIEW PROCESSES.

WHEREAS, the City of Hamilton collects fees to cover the administrative costs of processing and reviewing zoning, subdivision, annexation, and other community development related review processes; and

WHEREAS, said fees were previously established through a fee schedule in section 16.48.010, Subdivision Regulations, of the Hamilton Municipal Code; and

WHEREAS, Chapter 17.128 of the Hamilton Municipal Code states “Fees for the processing of applications processed by the community development department including applications for the zoning board of adjustment, zoning commission and the planning board shall be set by the city council by resolution from a city council committee;” and

WHEREAS, ordinance 408 amended section 16.48.010 of the Hamilton Municipal Code to remove the community development fee schedule from the City’s Subdivision Regulations; and

WHEREAS, Section 76-3-201(5), Montana Code Annotated (MCA) authorizes local governments to collect fees, not to exceed \$200, to examine subdivision exemptions and Section 76-3-602, MCA authorizes local governments to establish reasonable fees, to be paid by the subdivider, to defray the expense of reviewing subdivision applications; and

WHEREAS, a fee reasonably related to the cost of reviewing zoning, subdivision, annexation, and other community development applications is a reasonable means of off-setting the costs associated with and benefits provided by said review; and

WHEREAS, on January 14, 2020 the Hamilton City Council Committee of the Whole met to discuss and take public comment on the proposed fee schedule shown in Exhibit “A” attached hereto, incorporated herein by reference, and specifically made part hereof.

WHEREAS, on January 21, 2020 the Hamilton City Council met to discuss and take public comment on the proposed fee schedule shown in Exhibit “A.”

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hamilton, Montana, that the fees set forth in Exhibit “A” are hereby established and in force for the review of zoning, subdivision, annexation, and other community development related review processes; and

BE IT FURTHER RESOLVED by the City Council of the City of Hamilton, Montana, that the effective date of this Resolution No. 1400 is January 22, 2020; and

BE IT FURTHER RESOLVED by the City Council of the City of Hamilton, Montana, that this resolution will be incorporated in the minutes of the City and the Clerk shall promptly make and certify under the seal of the City a copy of this resolution and file it with the Ravalli County Clerk & Recorder.

PASSED AND ADOPTED, this 21st day of January 2020, after a motion and second duly made at a regularly scheduled meeting of the City of Hamilton City Council.

(SEAL)

By: _____

Dominic Farenkopf, Mayor

Attest: _____

Rose M. Allen, City Clerk

DRAFT

EXHIBIT “A”

CITY OF HAMILTON COMMUNITY DEVELOPMENT FEE SCHEDULE

CITY SERVICE	FEE
Floodplain Review	
Floodplain Permit	\$400
Floodplain Determination – in office	\$25
Floodplain Determination w/ Site Visit	\$400
Floodplain Variance	\$200
After the Fact Floodplain Permit	\$200
Annexation Review	\$1,000
Zoning Review	
Zone Map Amendment	\$300
Zoning Text Amendment	\$300
Zoning Variance	\$200
Conditional Use Permit	\$200
Sign Review	\$30 + \$0.50 per sqft.
Subdivision Review	
Minor Subdivisions	
Pre-Application Review	\$100
Preliminary Plat (2-5 lots)	\$300 + \$25/lot
Final Plat (2-5 lots)	\$150 + \$10/lot
Expedited Minor (2 lots)	\$200 + \$5/lot
Extension of Conditional	\$100
Major Subdivisions	
Pre-Application Review	\$250
Preliminary Plat (6+ lots)	
6-15 lots	\$625 + \$25/lot
16-25	\$700 + \$30/lot
26+	\$775 + \$35/lot
Final Plat (6+ lots)	\$200 + \$10/lot
Extension of Conditional	\$100
Mobile home parks & recreational vehicle parks	
1-5 Units	\$400 + \$15/unit
6-15 Units	\$450 + \$15/unit
16-25 Units	\$500 + \$15/unit
26+ Units	\$550 + \$15/unit
Amended Plat Boundary	\$50
Subdivision Variance	\$200
Subdivision Exemption	\$200