

**CITY OF HELENA**  
**REGULAR CITY COMMISSION MEETING**  
**October 7, 2013**  
**6:00 P.M.**

**Time & Place** A regular City Commission meeting was held on Monday, October 7, 2013 at 6:00 p.m., in the Commission Chambers, 316 N. Park Avenue, Helena, Montana.

**Members Present** Mayor Smith indicated for the record that Commissioners Elsaesser, Ellison, Thweatt and Haque-Hausrath were present. City Manager Ron Alles, City Attorney Jeff Hindoién and Deputy City Clerk Robyn Brown were present. Others present were Jamey Lowdermilk representing the Helena Citizens Council.

**Pledge of Allegiance** Mayor Smith asked the members of Boy Scout Troop #214 in attendance to lead persons present in the pledge of allegiance.

**Minutes** The minutes of the regular City Commission meeting of September 23, 2013 were approved as submitted.

**Proclamation** PROCLAMATION:  
A. Fire Prevention Week

Mayor Smith read the proclamation designating Fire Prevention Week as October 6 – 12, 2013 as Fire Prevention Week. Fire Marshall Craig Trapp accepted the proclamation and gave an overview of Fire Prevention Week activities being held in the city.

**Board Appointments** BOARD APPOINTMENTS:  
A. Bill Roberts Golf Advisory Board

Mayor Smith recommended the following board appointments:

Bill Roberts Golf Course Advisory Board - Reappointment of Chris DeVerniero and Art Pembroke to the Bill Roberts Golf Course Advisory Board. Terms will begin upon appointment and expire October 30, 2016.

Public comment Mayor Smith asked for public comment, none was received.

**Motion** Commissioner Ellison moved approval of the appointments to the Bill Roberts Golf Course Advisory Board. Commissioner Elsaesser seconded the motion. All voted aye, motion carried.

**Consent Agenda** CONSENT AGENDA:  
A. Claims

City Manager Ron Alles recommended approval of the claims and the consent agenda.

Public comment Mayor Smith asked for public comment, none was received.

**Motion** Commissioner Elsaesser moved approval of item A on the consent agenda. Commissioner Ellison seconded the motion. All voted aye, motion carried.

**Communications**

COMMUNICATIONS/PROPOSALS FROM COMMISSIONERS

Commissioner Elsaesser stated he is looking forward to the annual League of Cities and Towns convention being held in Helena this week. He also noted he is eager to attend an upcoming meeting to discuss the City of Helena's recycling program.

Commissioner Ellison commended Fire Marshall Craig Trapp on an op-ed piece he wrote for the Independent Record about fire safety.

Mayor Smith reported mail ballots would soon be mailed out for the November election; he encouraged all Helena residents to vote and return their ballots.

**Report of the City Attorney**

REPORT OF THE CITY ATTORNEY

No report was given.

**Report of the City Manager**

REPORT OF THE CITY MANAGER

City Manager Alles invited Ms. Melissa Shannon with Charter Communications to discuss a project C-SPAN is doing on Helena. Ms. Shannon and Ms. Debbie Lamb with C-SPAN Network explained they would be profiling the history of Helena and non-literary life on C-SPAN 2 and 3.

Manager Alles updated the Commission on negotiations with Montana Rail Link for the Centennial Trail Project.

**Report from the Helena Citizens Council**

REPORT FROM THE HELENA CITIZENS COUNCIL

HCC member Jamie Lauder milk reported the council is recommending further research on the long-term plan for the city's Transfer Station and its possible relocation.

**Regular Items**

REGULAR ITEMS:

- A. CONSIDER A RESOLUTION OF ANNEXATION FOR ANTELOPE TRACE PHASE 3 OF THE CROSSROADS AT MOUNTAIN VIEW MEADOWS SUBDIVISION INTO THE CITY OF HELENA, GENERALLY LOCATED WEST OF ALICE STREET AND SOUTH OF TWILIGHT STREET.
- B. CONSIDER THE FINAL PLAT FOR ANTELOPE TRACE PHASE 3 OF CROSSROADS AT MOUNTAIN VIEW MEADOWS CREATING 25 LOTS, PLUS ONE REMAINDER TRACT STILL LOCATED IN THE COUNTY; GENERALLY LOCATED WEST OF ALICE STREET, SOUTH OF TWILIGHT STREET.

**Staff Report**

Planner Lucy Morell-Gengler reported the owner of this property, Mark Runkle representing R and D Partners LLC, has requested annexation for approximately 4.96 acres described as Lots 1-13, Block 27 and Lots 4-15 Block 28, including the internal street Favor Loop as shown on the final plat of Antelope Trace Phase 3. Future Runkle Parkway, located directly to the south of the subject property, is not dedicated ROW nor has it been installed. Runkle Parkway is not required for access to this phase of the subdivision and will be installed and annexed with future phases.

On May 7, 2012, the Helena City Commission approved the Resolution of Intention to Annex (Resolution # 19911), R-2 (Residential) District rezoning (Ordinance #3157), and approved the revised preliminary plat for Crossroads at Mountain View Meadows Subdivision

which includes the subject property. Conditions for annexation and final plat were established at that time.

On May 7, 2012, the Helena City Commission gave conditional preliminary plat approval for the Crossroads Amendment at Mountain View Meadows Subdivision. The applicant is now requesting approval of the final plat for Antelope Trace Phase 3 of Crossroads at Mountain View Meadows. This final plat would create 24 residential lots and one open space lot intended for private ownership, such as the Home Owners Association. These lots have been pre-zoned R-2 (Residential) District, Ordinance #3157. This plat includes the dedication of right-of-way for Favor Loop. Platting and annexing these 25 lots will result in a 268.21 acre remainder tract (over 160 acres are exempt from subdivision review) that will continue to be located in the county.

Approval of the preliminary plat was subject to the conditions stated in the Findings of Fact which have been completed for this phase. For reference, a list of the original subdivision conditions and their status was included in the Commission packet. Water and wastewater mains, stormwater facilities and access have been installed and accepted by the City. The applicant is proposing to deduct the amount of parkland required with this final plat from the excess parkland that was dedicated with the first phase of the Antelope Trace development.

Ms. Morell-Gengler recommended approval of resolution as the proposed annexation is adjacent to the city; water and sewer mains, stormwater, and streets have been installed to city standards. Therefore, annexing this property is a logical expansion of the city, an opportunity to promote compatible urban growth, and would be consistent with the efficient use of land, infrastructure, energy and resources and the 2011 Helena Growth Policy.

Approval of the final plat would allow the sale of the lots in the city, and would encourage the development of property in this area with city services including municipal water and wastewater. Infill development has the potential to reduce vehicle miles traveled in the Helena area.

- Public comment                      Mayor Smith called for public comment; none was received.
- Comment                              Commissioners Elsaesser and Ellison commended the developers on the amenities included in the subdivision.
- Motion**                              **Commissioner Ellison moved approval of a resolution of annexation for Antelope Trace Phase 3 of Crossroads at Mountain View Meadows Subdivision, as legally described in the Resolution of Annexation, into the City of Helena.** Commissioner Elsaesser seconded the motion. All voted aye, motion carried. **Res #20054**
- Motion**                              **Commissioner Thweatt moved approval of the final plat for the Antelope Trace Phase 3 of Crossroads at Mountain View Meadows Subdivision creating 25 lots, and one remainder tract and to accept the dedication to the City of the property for public improvements designated thereon.** Commissioner Ellison seconded the motion. All voted aye, motion carried.

C. CONSIDER AN AMENDED PLAT SHOWING THE VACATION OF THE SOUTH PORTION OF BLAINE STREET AND TO ACCEPT THE DEDICATION OF ADDITIONAL ROW FOR THE NORTHERN PORTION OF BLAINE STREET.

Staff Report

Planner Kathy Macefield reported the proposed amended plat contains two changes affecting Blaine Street that require City Commission approval. The proposal also contains a change affecting Missoula Avenue requiring BOCC approval, plus two changes that don't require governing body approval.

On August 19, 2013 the City Commission held a public hearing and approved vacating the southern portion of Blaine St. adjacent to Block 21 with Resolution No. 20031. This Resolution required Condition #2.A. of Resolution No. 20031 states: Applicants shall cause an amended plat to be prepared showing the proposed new boundary lines of the adjoining property to which title will revert upon vacation of the right-of-way. The amended plat shall be presented to the Commission for review and approval.

Aggregation of the recently vacated and aggregated southern portion of the vacated Blaine Street ROW is shown as Block 21-A on the amended plat. The transfer fee for the vacated Blaine Street ROW has been paid; taxes and assessments are paid and current; the quit claim deeds will be recorded with the amended plat as required. The required easement in Missoula Avenue will be provided after deeds are recorded and the infrastructure is installed.

Therefore, the requirements of Resolution No. 20031 will be satisfied. On July 8, 2013 the City Commission approved a Resolution of Intention to Annex the east portion of Block 20, Boyce Addition and the adjacent Missoula Avenue right-of-way (ROW). Condition of Resolution No. 20026 states: "Install the full width of Blaine Street to the intersection with Missoula Avenue and dedicate an additional twenty feet (20') of right-of-way for Blaine Street, as well as the necessary amount of right-of-way to accommodate the radius of a cul-de-sac." Dedication for the additional ROW for the northern portion of Blaine Street is shown on the amended plat.

On July 6, 2013 the Board of Lewis and Clark County Commissioners (BOCC) approved the abandonment of the section of Missoula Ave. located adjacent to Block 21 and the east portion of Block 20 (between Blaine and Market Streets). One of the conditions for the road abandonment approval included preparation of "a Certificate of Survey for a retracement of the landowner's property that includes the abandoned portion of the right-of-way adjacent to the property." Aggregation of the recently vacated and aggregated portion of the Missoula Avenue ROW is shown as Block 21-A on the amended plat. When the BOCC approves the amended plat for the Missoula Avenue abandonment, the applicant will have completed the County's conditions for that ROW vacation.

Public comment

Mayor Smith called for public comment.

Jeff Larson, Larson Engineering, representing the applicant; urged the Commission to approve the plat and dedication of property. He also outlined future items related to the project that will be coming forward in the near future for Commission consideration.

**Motion** Commissioner Ellison moved to approve the amended plat and accept the dedication to the city of the property for public improvements designated thereon. Commissioner Elsaesser seconded the motion. All voted aye, motion carried.

**Public Communications** PUBLIC COMMUNICATIONS  
No public communications were given.

**Meetings of Interest** MEETINGS OF INTEREST  
The next Administrative Meeting is October 16, 2013 and the next Commission Meeting is October 21, 2013.

**Adjournment** There being no further business to come before the Commission, the meeting was adjourned at 7:09 p.m.

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Mayor James E. Smith

ATTEST:

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Clerk of the Commission