

**CITY-COUNTY PLANNING BOARD  
REGULAR MEETING  
January 18, 2017  
MINUTES**

**CALL TO ORDER**

President Dave Hebner called the meeting to order in the Town Meeting Room, at 207 South 6th St. at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Board members present were Dave Hebner, Lindsay Schack, Dan Simser, Tom Wells, Bob Logar, Austin Owens, and Cory Taylor. Twelve members of the public were present. Also present was Assistant Clerk Treasurer Tonya Owens. Excused: Alvin VanderVos

**PUBLIC COMMENT\***

*Dennis Hengel, Chief of Police:* He complimented the engineers and school on the significant security changes they have made to keep our students safe. He then stated that there is still a flaw in the high school security system at the main entrance. He explained that in order to make the high school secure and safe, the public must be vetted prior to accessing the school. In the most recent plans of the high school, the public is vetted inside the high school's office system. His professional opinion is that the current design is a fatal flaw.

**OLD BUSINESS**

None

**NEW BUSINESS**

**Manhattan School Bond Project Presentation**

*Karen Hedglin, McKinstry:* She presented the Manhattan School Bond Project. She introduced her team of engineers and Manhattan School representatives. She explained that they plan on breaking ground in 30 days. They will be submitting permits to the Town of Manhattan and Gallatin County. After the project's completion, the current elementary building will be used for grades K-5. The high school and new addition will be used primarily for grades 6-12. She presented drawings of the plans. She explained that the Community Library will have a separate entrance and restroom for the public. The main high school entrance will be relocated as well.

Dick Anderson Construction will be heading the construction. They will create a temporary pitted access road during construction. The entrance to the existing gymnasium will be omitted at the elementary. They plan to relocate the current driveway next to the elementary building in order to eliminate pedestrian/vehicle conflict. The bathrooms in the existing elementary school will be brought up to ADA code and toilets will be added. The fire system and windows in the elementary school will be replaced. The tiles throughout the elementary will be abated. Also, a nurse's station will be added as well as a secure entrance. The elementary school's fire system

will be updated in the summer of 2017. The other changes will take place in summer of 2018.

*Brian Carey, Public Works Supervisor:* He noted that access to manholes near the school are limited. The temporary access would be a convenient way to access these particular manholes. Also, a gated access would limit his ability to maintain it for emergency vehicles. He asked if the fire flow tests have been conducted and if the school has considered creating a redundant water source by connecting to the Nixon Gulch main line. McKinstry replied that the fire flow tests have not been conducted.

*Dave Crawford, Town Engineer:* He recommended that the temporary access have crushed gravel instead of a pitted finish in order to be used by emergency vehicles. He requested for an easement to be made through school property for possible future development. He also requested that a utility easement be granted. He stated that if the fire flow tests are not up to code, then the school district will be required to loop the water mains. If the fire flow tests are fine, there is a possibility that the district can split the cost of connecting the water main lines with Manhattan Orchards.

*Lindsay Schack, Board Member:* She suggested that the construction traffic be limited during drop-off and pick-up times at the school. McKinstry stated that the construction crew is aware of the congestion during these times.

*Mike Ulmen, Fire Chief:* He asked if the current emergency access will be changing. McKinstry replied that the emergency vehicle access will not be changing.

*Dennis Hengel, Chief of Police:* He suggested that the high school's main entrance be redesigned so that it has a secure entrance similar to the elementary school's planned entrance. He is concerned that the safety of the children is at risk. He offered to talk to Manhattan School Board at their next meeting. McKinstry agreed with Chief Hengel's recommendations but stated that the Manhattan School Board has made this particular decision in the design plan. McKinstry explained that their original design recommendation was similar to that of the elementary school's secure entrance.

## PLANNER'S REPORT

None

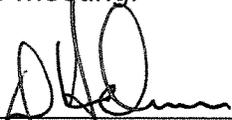
## APPROVAL OF MINUTES – November 16, 2016

Motion-Bob Logar; Second-Tom Wells; Vote-Unanimous: Motion passed to approve the minutes from November 16, 2016.

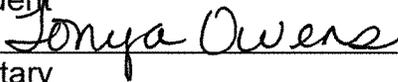
## PUBLIC COMMENT

## ADJOURN

Motion-Tom Wells; Second-Dan Simser; Vote-Unanimous: Motion passed to adjourn the meeting.



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President



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Secretary

**CITY-COUNTY PLANNING BOARD  
REGULAR MEETING  
March 15, 2017  
MINUTES**

**CALL TO ORDER**

President Dave Hebner called the meeting to order in the Town Meeting Room, at 207 South 6th St. at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Board members present were Dave Hebner, Lindsay Schack, Alvin VanderVos, Dan Simser, Tom Wells, Bob Logar, and Austin Owens. One member of the public was present. Also present were Town Planner Ralph Johnson and Assistant Clerk/Treasurer Tonya Owens.

Excused: Cory Taylor

**PUBLIC COMMENT\***

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**Sign Permit Application- 308 E Main**

Motion-Logar; Second-Schack; Vote- Unanimous: Motion passed to approve the sign permit application for 308 E Main St.

Ralph read the staff report for the sign permit application for 308 E Main St. The occupant is requesting to add a 60 sq. ft. sign to the building which currently has no existing sign. The staff recommends approval of the single 60 sq. ft. projection sign for "Empire Arms" at 308 E Main St.

**PLANNER'S REPORT**

The Rider subdivision exemption claim application has been approved by the County Commissioners.

The Queen of Hearts PUD is still moving forward. The biggest issue is the water rights. Currently the developer does not have enough water rights to support the entire PUD. They do have enough water rights for the initial phase, the equestrian center. They plan to present a plan in 3 to 4 months. They may ask for a waiver of paving and instead utilize gravel to county standards.

Two applicants inquired about adding a communications tower on Manhattan Rd South. The applicants were unaware that the locations they were considering are not on the highway right of way but rather the railroad right of way.

Manhattan Orchards is in a holding pattern. They have been in touch with DNRC regarding the proposal of wells and the possibility of switching to town services in a year. They are still working on a roadway to the school.

**APPROVAL OF MINUTES – January 18, 2017**

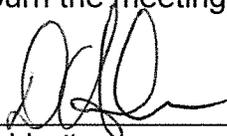
Motion-Wells; Second-Logar; Vote- Unanimous: Motion passed to approve the minutes from January 18, 2017.

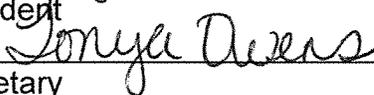
**PUBLIC COMMENT**

*Nancy Clark, 6324 Pleasant St.* She asked if there was anything the Town could do to clean up the two unmaintained camping and trailer sales signs near the Manhattan on-ramp. Ralph replied that the signs are on county land. Ralph said he would research this issue to see if there is anything that can be done.

**ADJOURN**

Motion-Alvin VanderVos; Second-Lindsey Schack; Vote- Unanimous: Motion passed to adjourn the meeting.

  
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President

  
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Secretary

**CITY-COUNTY PLANNING BOARD  
REGULAR MEETING  
May 17, 2017  
MINUTES**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Board members present were Dave Hebner, Dan Simser, Tom Wells, Bob Logar, Austin Owens and Cory Taylor. Seven members of the public were present. Also present were Town Planner Ralph Johnson and Assistant Clerk/Treasurer Tonya Owens.

Excused: Alvin VanderVos, Lindsay Schack

**PUBLIC COMMENT\***

*Nancy Clark, 6324 Pleasant St:* She thanked Officer Owens for serving our community.

**OLD BUSINESS**

None

**NEW BUSINESS**

**Sign Permit Application- Outdoor Power Sports, 9295 Wooden Shoe Ln.**

Motion-Logar; Second-Taylor; Vote- Unanimous: Motion passed to approve the Sign Permit Application for Outdoor Power Sports located at 9295 Wooden Shoe Ln with the condition that dimensions and area of the sign are verified.

Ralph read the staff report for the sign permit application for a single wall mounted sign located at 9252 Wooden Shoe Ln. The property is located in the Neighborhood Highway Business District, within the 1 mile Manhattan jurisdiction. The applicant is proposing a 50 sq ft sign, which falls within 80 sq ft maximum. Staff recommended approval of the sign with conditions that the dimensions and total area are verified.

**Conditional Use Permit Application- 116 Branch St.**

President Hebner tabled the CUP until the applicant makes appropriate adjustments to the project as recommended by Ralph.

Ralph read the staff report. Zoning is R-1, low density residential. Modular homes are a conditional use. Proposed modular home square footage does not conform to Manhattan Town Ordinance. This property is located on a corner lot which is required. Parking for the residents is inadequate. The proposed use of the property will not promote health and general welfare. The lot area is smaller than the zoning ordinance requires for a two-family dwelling. Proposed CUP will not comply with Manhattan Area Master Plan. Ralph recommended denial for the conditional use permit for 116 Branch St.

Applicant asked if there was any way the property boundary lines could be moved. Ralph stated that they could do a lot line adjustment. Ralph recommended getting a professional survey on the property. Ralph stated that they could ask for a waiver for concrete or asphalt parking as well as the 1200 sq ft housing requirement. Ralph

referred the applicant to the code.

*Tom Wells, Board Member:* He asked Ralph if there was a setback requirement for the easement. Ralph replied that the 8 ft setback requirement had been met.

**Subdivision Exemption Claim Application- 2080 Central Park Rd.**

Motion-Logar; Second-Wells; Vote-Unanimous: Motion passed to recommend approval of the Subdivision Exemption Claim Application for 2080 Central Park Rd.

Ralph read the staff report. Applicant is requesting a common boundary line relocation. The property is defined as rural residential in the Manhattan Growth Policy. Purpose of the boundary relocation would be to provide a lot large enough for a septic system mixing zone. This will not impact conformance to the Manhattan Growth Policy. Staff recommends approval for the Subdivision Exemption Claim Application for 2080 Central Park Rd.

**PLANNER'S REPORT**

Ralph checked on the sign located at Broadway and Wooden Shoe Rd. Ralph researched that the Town Council has the authority to take the sign down. Ralph mentioned that he asked Jane Mersen for her opinion. The sign is currently a non-conforming sign. Property is in the county, but falls within the one mile jurisdiction. The sign has been abandoned for over a year and is no longer legal.

*Bob Logar, Board Member:* He mentioned that the Town could possibly ask the owner of the property to take it down.

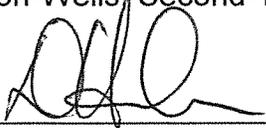
**APPROVAL OF MINUTES – March 15, 2017**

Motion-Wells; Second-Logar; Vote- Unanimous: Motion passed to approve the minutes from March 15, 2017.

**PUBLIC COMMENT**

**ADJOURN**

Motion-Wells; Second-Taylor; Vote- Unanimous: Motion passed to adjourn the meeting.



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President



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Secretary

**CITY-COUNTY PLANNING BOARD  
REGULAR MEETING  
July 19, 2017  
MINUTES**

**CALL TO ORDER**

President, Dave Hebner called the meeting to order in the Town Meeting Room, at 207 S 6<sup>th</sup> St. at 7:00 PM.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL** Board members present were Dave Hebner, Bob Logar, Tom Wells, Austin Owens, and Cory Taylor. Also present were Town Planner Ralph Johnson and Assistant Clerk/Treasurer Tonya Owens. Seven members of the public were also present. Excused: Dan Simser, Lindsay Schack, Alvin VanderVos

**PUBLIC COMMENT/COMMUNICATIONS**

None

**NEW BUSINESS**

**Sewer Pre-Application Meeting- Jefferson Island, LLC**

*Matt Henningson, Jefferson Island LLC:* He explained that their property is in need of a sewer connection. It is in a conservation easement and has one remaining building envelope. It is the same distance from the building site to Manhattan sewer lines as it is to the approved septic site on their property. He has met with Dave Crawford, Town Engineer, and Ralph Johnson, Town Planner. If it is cost effective, Jefferson Island LLC may be interested in installing a sewer line to Manhattan services.

**Discussion**

Ralph explained that there are two options:

- 1) They could put in small forced line that would be usable by the Jefferson Island LLC property only, and it would be maintained by them.
- 2) They could put in a main line that others could hook up to. With this option, they would need a pump station which they would be responsible for as well as the sewer line.

The Planning Board discussed how their monthly rates would be established because the property is currently not annexed.

*Cory Taylor, Planning Board:* He asked is Jefferson Island LLC has looked into requesting a septic easement from neighboring properties.

*Bob Logar, Planning Board:* He expressed his concern with building a house a on flood plain. Henningson explained that the building site will be able to withstand the floodplain with proper engineering.

Ralph asked if there was a strong opposition to the proposal of Jefferson Island LLC connecting to Town sewer lines. There was not a strong opposition to the proposal.

**Subdivision Exemption Claim- 175 Bostana Rd.**

Motion-Logar; Second-Taylor; Vote-Unanimous: Motion passed to recommend approval

of the Subdivision Exemption Claim for 175 Bostana Road. Ralph read the staff report. The purpose of the Subdivision Exemption Claim at 175 Bostana Road is for a family transfer located in the county. The family is requesting to divide the acreage into three tracts for residential purposes. Staff recommends approval of the request.

**Subdivision Exemption Claim- 116 Branch St.**

Motion-Wells; Second-Owens; Vote-Unanimous: Motion passed to recommend approval of the Subdivision Exemption Claim for 116 Branch Street.

Ralph read the staff report. The purpose of the Subdivision Exemption Claim at 116 Branch Street is for a boundary line relocation. The owners are requesting to reduce the property at 702 W Park Avenue and increase the lot at 116 Branch Street for use of a residential duplex unit. Staff recommends approval of the Subdivision Exemption Claim for 116 Branch Street.

**OLD BUSINESS**

**Conditional Use Permit – 116 Branch St.**

Motion-Logar; Second-Taylor; Vote-Unanimous: Motion passed to recommend approval of the Conditional Use Permit for 116 Branch Street.

Ralph read the staff report. The lot is 15,000 square feet, the zoning is R-1. Modular homes and two-family dwellings are a conditional use on corner lots. An adequate gravel-mix parking area has been indicated. Branch Street is currently not paved. Front yard, rear yard, and side yard setbacks are met. The proposal meets all submittal requirements. The proposal will not be detrimental to public health, safety, and general welfare. The proposal is in general compliance with the Manhattan Area Master Plan and it does conform to zoning. Public comment will be heard at the Town Council meeting. Staff recommends approval for the Conditional Use Permit at 116 Branch Street.

*Tom Wells, Planning Board:* He recommended that the parking be paved if the road is paved in the future.

**PLANNER'S REPORT**

Dave Crawford and Ralph Johnson met with owners of Pioneer Crossing. They would like to proceed with phase 2. They will have curb and gutter. They have sold 70% of existing lots. They are seeking DEQ approval for sewer and water. There is no multi-family housing in the entire subdivision. They will select 100 lots to allow for an accessory dwelling.

A verbal agreement has been made between the Town and the school district. An easement will be granted for roads, sewer lines, and water lines. Manhattan Orchards can put wells on all lots per DEQ, but they currently do not possess water rights. They are in need of sewer services. They would like to connect to Town sewer and water services. An agreement has not been made.

Powder River Development Services would like to put a COW (cell tower on wheels) on the fire department's property in Centennial Village. They are proposing a 100 foot tall tower which meets all the requirements. Ralph recommended to the Town Council to approve

the COW on a temporary basis.

TD&H is doing an evaluation of the water and sewer systems. The possibility for growth south of town has increased due to Churchill's sewer line. MCCPB may have to revise the growth policy to emphasize the anticipated growth change. Churchill would like to connect 22 new homes to their sewer service.

**APPROVAL OF MINUTES – May 17, 2017**

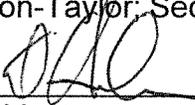
Motion-Logar; Second-Wells; Vote-Unanimous: Motion passed to approve the minutes from May 17, 2017.

**PUBLIC COMMENT**

None

**ADJOURN**

Motion-Taylor; Second-Owens; Vote-Unanimous: Motion passed to adjourn the meeting.

  
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President

  
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Secretary

**CITY-COUNTY PLANNING BOARD  
REGULAR MEETING  
August 16, 2017  
MINUTES**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Board members present were Dave Hebner, Alvin VanderVos, Dan Simser, Lindsay Schack, Tom Wells, Bob Logar, and Austin Owens. Four members of the public were present. Also present were Town Planner Ralph Johnson and Assistant Clerk/Treasurer Tonya Owens.

Excused: Cory Taylor

**PUBLIC COMMENT**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**Subdivision Exemption Claim- Feddes Ranch**

Motion-Logar; Second-VanderVos; Vote-Unanimous: Motion passed to recommend approval of the Subdivision Exemption Claim Application for the Feddes Ranch boundary realignment.

Ralph read the staff report. He explained the locations of the parcels. Both properties are owned by Chuck Feddes. The owners are realigning the property to create a two acre parcel to be used for the construction of a residence. The original tract will continue to be used for agricultural purposes. The applicants business appears to have no impact on the subdivision exemption claim. The request is in conformance with the Manhattan Area Growth Policy. Staff recommended approval of the subdivision exemption claim.

**PLANNER'S REPORT**

Motion-VanderVos; Second-Logar; Vote-Unanimous: Motion passed to have Dave Hebner write a letter to the residences in violation of Manhattan Zoning Ordinance.

Motion-VanderVos; Second-Schack; Vote-Unanimous: Motion passed to make a recommendation to the Town Council that temporary residences will be permitted for a maximum of one week.

Ralph mentioned that he was aware of an illegal accessory dwelling on Pine Street. The town has received numerous complaints about the situation. A resident is living in a camper trailer on a property zoned R-1, where this type of dwelling is not permitted. Ralph recommended that the Board send a letter stating that such residents are not in conformance with the Manhattan City Zoning Ordinance. If the residents do not respond to the letter, the Town Attorney will take action. Board members mentioned

that there are other illegal dwellings in town. A letter will be sent to those residents as well. Chief Hengel has also presented this situation to the Town Council and has asked them to consider making an ordinance that the police department can enforce.

Manhattan Orchards is moving forward with significant differences. They will be asking the Town Council for final plat approval. The DNRC has verbally agreed to allow Manhattan Orchards to transfer their agricultural water rights to the Town. We are waiting on the letter from DNRC allowing the exchange of water rights. In exchange for the developer building the road connecting Nixon Gulch to the school, the developer will not be building the proposed sidewalk. The developer will be eliminating curb and gutter and will be adding three more entrances into the subdivision. The Board discussed the abandoned signs next to the interstate. Dave Hebner will be contacting the owner and asking them to remove the signs.

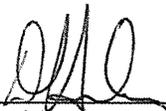
**APPROVAL OF MINUTES – July 19, 2017**

Motion-Logar; Second-Wells; Vote- Unanimous: Motion passed to approve the minutes from July 19, 2017.

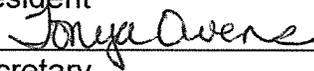
**PUBLIC COMMENT**

**ADJOURN**

Motion-Vandervos; Second-Simser; Vote- Unanimous: Motion passed to adjourn the meeting.



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President



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Secretary

**CITY-COUNTY PLANNING BOARD  
REGULAR MEETING  
September 20, 2017  
MINUTES**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Board members present were Dave Hebner, Alvin VanderVos, Dan Simser, Lindsay Schack, and Cory Taylor. Two members of the public were present. Also present were Town Planner Ralph Johnson and Assistant Clerk/Treasurer Tonya Owens.

Excused: Bob Logar, Austin Owens, Tom Wells

**PUBLIC COMMENT\***

None

**NEW BUSINESS**

**Pre-Application Meeting, Minor Subdivision-112 N 2<sup>nd</sup> St.**

Harvey Van Gelder recently purchased a modular home that sits on three city lots. He would like to split off one lot to sell and was wondering if this would be possible. The property is zoned R-3 which has a minimum lot area requirement of not less than 6,000 square feet. The proposed division would be conforming. Ralph recommended that he apply for a minor subdivision. The boundary line of the new lot must be eight feet away from the existing trailer. The sewer/water connections as well as alley access were discussed. The planning board recommended that he proceed with his plans to subdivide.

**Conditional Use Permit, Duplex- 212 Pine St.**

Motion-Schack; Second-Taylor; Vote-Unanimous: Motion passed to recommend approval of the Conditional Use Permit Application for a duplex at 212 Pine St. Duplexes are a conditional use in R-1 zoning. They are limited to one per block and must sit on a corner lot. The proposed duplex will generate an additional 14 trips per day. Parking is adequate. The lot size of 13,490 square feet is conforming. The proposed units are residential in character. Public comment must be considered. Staff recommended approval of the conditional use permit application for a duplex at 212 Pine St.

**OLD BUSINESS**

**Long-term RV Living- 111 Pine Follow-up and additional letters**

Motion-Taylor; Second-VanderVos; Vote-Unanimous: Motion passed to send additional letters to properties in violation of zoning.

The residents at 111 Pine Street received their letter and contacted the Town Office. They were told that they received several complaints concerning a long-term camper living situation on their property. They stated that the camper is only being used for

storage and not a residence.

The Planning Board discussed sending additional letters to properties in violation of zoning ordinances.

### PLANNER'S REPORT

There has been an agreement between the Town, Manhattan Orchards, and the School District to bring sewer lines, a road, and water lines off of Nixon Gulch Road to serve the school. Ralph was advised by the Town Council to review the preliminary plat modifications for Manhattan Orchards. Dave Richards has agricultural water rights to the south that he would like to transfer to Manhattan Orchards. Ownership of these water rights is being disputed. The engineers for Manhattan Orchards have a request to DNRC to drill wells for properties then transfer the water rights to the Town. The DNRC has not agreed to this arrangement.

The Town Council requested that the Planning Board direct Ralph to meet with the Chief of Police to discuss long-term camper living. The Board gave Ralph permission to contact the Chief of Police to discuss proposed ordinances that would be enforceable by the Manhattan Police Department.

The Planning Board asked if there are ways to get around an ordinance. Can residents pay to hook up to water/sewer connections or build a structure around a camper? Ralph explained that these questions described an accessory dwelling and a camper trailer does not fit the accessory dwelling definition. Therefore, it is not legal because it does not conform to zoning. Ralph will get a recommendation from the Chief for next month's meeting.

Pioneer Crossing is contacting DNRC for a water review. They are formally requesting an expansion of their current well use. They will proceed with phase two once they get approval from DNRC.

Dave Hebner contacted the Suteys regarding the abandoned sign on their property. Sutey Oil would like to use the sign to represent the Thriftway. Dave directed them read the sign ordinance and modernize the sign according to code.

### APPROVAL OF MINUTES – August 16, 2017

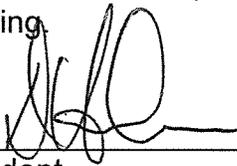
Motion-VanderVos; Second-Simser; Vote-Unanimous: Motion passed to approve the minutes from August 16, 2017.

### PUBLIC COMMENT

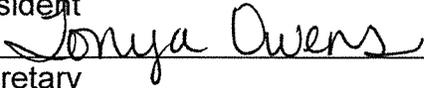
None

### ADJOURN

Motion-VanderVos; Second-Taylor; Vote-Unanimous: Motion passed to adjourn the meeting.



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President



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Secretary

**CITY-COUNTY PLANNING BOARD  
REGULAR MEETING  
October 18, 2017  
MINUTES**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Board members present were Dave Hebner, Alvin VanderVos, Dan Simser, Lindsay Schack, Bob Logar, Tom Wells, Austin Owens, and Cory Taylor. Two members of the public were present. Also present were Town Planner Ralph Johnson, Assistant Clerk/Treasurer Tonya Owens and Police Chief Dennis Hengel.

**PUBLIC COMMENT**

None

**NEW BUSINESS**

**Conditional Use Permit- 208 Cedar St.**

Motion-Logar; Second-Wells; Vote-Unanimous: Motion passed to recommend approval of the Conditional Use Permit for 208 Cedar St. with the following conditions:

1. The rear yard setback off of the alley be set at 10' to align with the existing garage located on the alley and similar to other garages located off the alley to the north and south.
2. The garage access point off of the alley be modified so that the vision triangle is clear (remove hedges).
3. The applicant provide an image from the alley.

Ralph read the staff report. The applicant would like to build an accessory dwelling in the backyard of 208 Cedar St. They will utilize the dwelling as a rental. It is a permitted use in R-1 zoning. The proposed off-street parking appears to be in conformance. The applicant is seeking approval to align the rear yard setback from 20 ft. to 10 ft. Ralph explained that the owners would like to have some separation between the accessory dwelling and the house. The setback does not appear to affect the general health, safety, and welfare. The characteristic of the dwelling will not affect the architectural character of the district. Ralph recommended approval with the condition that the rear yard setback off of the alley be set at 10' to align with the existing garage located on the alley and similar to other garages located off the alley to the north and south.

**Discussion**

The board discussed the variance of the rear yard setback, the current alleyway and the access it provides, as well as whether or not there is adequate parking space for the accessory dwelling. They also discussed whether the dwelling can be used as a long-term or short-term rental. Ralph explained that Manhattan currently does not have an ordinance that restricts short-term rentals.

*Bob Logar, Board Member:* He confirmed that the alley is currently clear.

A public hearing will be held at the next Town Council meeting.

**OLD BUSINESS**

**Long-Term RV Camper Living- Follow up on 512 W Park**

The Board reviewed the letter and pictures brought in by the resident at 512 W. Park. The letter explained that the camper trailer is currently being used for storage. Ralph and legal council recommended that no action be taken at this time. However, Ralph recommended that an ordinance be written for Manhattan regarding long-term camper trailer living.

*Chief Hengel, Manhattan Police Department:* He stated that he believes the RV is being used as a residence at 512 W. Park.

Chief Hengel reviewed the ordinances from surrounding communities. He said that the Belgrade ordinance is most pertinent for Manhattan's needs. He recommended that the ordinance include a defined enforcement process. He suggested that long-term camper trailer/RV living and parking on streets be enforced by the Police Department and that long-term camper trailer/RV living on private property be enforced by the Town Council. The Board asked Ralph to compose an ordinance with Chief Hengel's input.

**PLANNER'S REPORT**

Formation Architecture has been working with a client on developing lots 32 & 33 in the Farmstead Subdivision. They are considering building triplexes and/or duplexes. Building triplexes would involve applying for a planned unit development, while duplexes would require a minor subdivision application.

The board requested that short-term rentals be on the agenda for next month's meeting. They asked Ralph to prepare research for them.

*Tonya Owens, Assistant Clerk/Treasurer:* She asked Ralph if zoning can be changed to prohibit duplexes from being built in R-1 zoning. She explained that she has received phone calls from Manhattan residents in response to the duplexes that were approved on 212 Pine St. Ralph stated that it is possible to prohibit duplexes in R-1 zoning.

**APPROVAL OF MINUTES – September 20, 2017**

Motion-Schack; Second-VanderVos; Vote-Unanimous: Motion passed to approve the minutes from September 20, 2017.

**PUBLIC COMMENT**

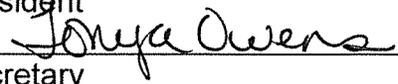
None

**ADJOURN**

Motion-Wells; Second-VanderVos; Vote- Unanimous: Motion passed to adjourn the meeting.



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President



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Secretary