

# ANNUAL REPORT MADISON COUNTY PLANNING BOARD

**Fiscal Year 2010-11**  
[July 1, 2010 – June 30, 2011]

**Note:** The activities listed were accomplished in cooperation with the Madison County Commissioners, County Planning Office and other County staff, town officials and staff, state agency personnel, and other dedicated local citizens.

- I. **Subdivision Proposal Reviews.** The Planning Board reviewed three preliminary plats, which were approved with conditions by the Commissioners. Of the 8 pre-applications reviewed, three were for major subdivisions and the remaining five were for minor subdivisions. Two final plats were approved by the Commissioners, who also granted one-year extensions for three preliminary plats.

Approved Preliminary Plats					Final Plats	Pre-app.	Plat Extensions
Area	Number/Type of Lots				Acres		
	Single Family	Duplex/ Triplex/ Condos	Commercial	Total			
Big Sky						1	2
Madison Valley							3
Ruby Valley/ Jefferson/ Beaverhead	5			5	86.83	1	3
<b>TOTALS</b>	<b>5</b>			<b>5</b>	<b>86.83</b>	<b>2</b>	<b>8</b>

- II. **Subdivision Site Visits and Work Sessions.** There were two Planning Board development site visits and no work sessions this year. The Planning Board has made "Board Functioning" a regular part of the agenda.
- III. **Planning and Subdivision Review Services.**
- o Ennis - Reviewed one subdivision (Bancroft Minor).
- IV. **Building Envelope Changes.** Ten building envelope changes were reviewed by the Planning Staff during the fiscal year. Eight were granted, 1 after modifications were made to the plan, and two are on hold.
- V. **Review of Subdivision Exemption Requests.** The Madison County Evasion Review Board (ERB) reviewed 55 exemption requests: 46 boundary adjustments; 4 family conveyances; 3 mortgage exemptions; and 2 utility exemptions. Three requests were denied, one of which was overturned by the Commissioners.
- VI. **Subdivision Compliance.** Director Fechter made 4 compliance check trips to: Pronghorn Meadows (2), Big Sky and Passamari South.
- VII. **Conservation Easement Reviews.** The Planning Board commented on two Conservation Easements. Approximately 10,977 acres were conserved, all in the Madison Valley.
- VIII. **Tower Permit Reviews.** One new tower permit application was received and approved. The Sagebrush Energy and Madison Renewable Energy permits for meteorological towers were extended.

- IX. **Big Hole Conservation Permits.** Two Big Hole Conservation permit requests were conditionally approved. Changes to the setback distance to consider the floodplain have been proposed. An incentive program to reward landowners continues to be discussed.
- X. **Growth Policy.** The Planning Board identified the need for mapping to better identify areas with development constraints. A Community Development Block Grant to assist with the project and to review the feasibility of various housing programs was awarded. A Planning Board subcommittee has agreed to work with staff to develop the work plan for the project.
- The Fiscal Impact Analysis Report was completed. This study addressed: the number of vacant subdivision lots and certificate of survey lots in unincorporated Madison County, how much driving is occurring on county roads now and how much could occur if vacant lots are built-out, the residential unit cost and what is generated in revenue, and the fiscal implications of the build-out of vacant lots.
  - The GIS Mapping project was completed. A series of maps, information on the data sources used, a user manual and training were part of the project. A separate project by the Local Emergency Planning Committee to update the wildland urban interface map will be incorporated in the growth policy when it is complete and accepted.
  - A Planning for People and Wildlife mini-grant from Montana Fish, Wildlife and Parks to update the wildlife/wildlife habitat portion of the growth policy was received.
  - The Public Health Department has expressed interest in having the Community Needs Assessment included in the growth policy.
- XI. **Regulations.** Updates and new regulations were worked on in several areas.
- The Planning Board presented the recommended Streamside Setback Resolution to the Board of County Commissioners. The Commissioners held a public hearing on June 16.
  - The draft Airport Affected Area regulations for the Twin Bridges and Ennis Airports were put on hold until after the streamside setbacks and subdivision regulation updates are completed.
  - Subdivision Regulation updates were put on hold until after the legislative session was completed. Exemptions and design standards continued to be discussed.
  - The Tall Tower ordinance was amended to clarify procedures. A section was added to address modifications and time extensions.
- XII. **Education, Training**
- Several webinars on planning related topics, including greenways, wind energy, sustainable development, economic development, housing challenges, Americans with Disabilities Act, form-based development, ethics, and social media in government.
  - Planning Board members attended workshops on living with wildlife.
  - Several presentations by experts were made during Planning Board meetings, including: Brent Brock; Craighead Institute (Madison Valley Wildlife Assessment Tool), Kevin Germain; Moonlight Basin (Safe Routes to School), Sunni Heikes-Knapton; Madison Watershed Council (Planning for People and Wildlife), Renee Lemon (GIS Mapping), Doris Fischer; Fish, Wildlife, and Parks (Wildlife Planning Tools), Gabe Preston; RPI Consulting (Fiscal Impact Analysis), Jen Boyer; Future West (Big Hole Watershed Committee)
  - Staff attended the Montana Association of Planners conference, Ed Thomas Legal Workshop; People and Wildlife Workshop; Public Policy Issues Workshop; Big Hole Mapping and Floodplain Regulations
- XIII. **Road Naming and Addressing**
- Addresses were assigned and verified as needed. Problem areas were corrected as they were discovered. Diligent effort over the past few years reduced the number of problems and problem areas. Working with the Sanitarians office, addresses are now assigned and verified when construction/demolition and/or septic permit applications are made.
  - Four roads were named; one road name was changed.
- XIV. **Planning Board Membership (see attached roster).** Kathy Looney was elected as President and Don Loyd as Vice President. There were no other changes to the membership.

XV. **Planning Staff.** Charity Fechter remains as Planning Director and Leona Stredwick remains as Planning Technician.

XVI. **Summary of Planning Activities**

- Streamside Protection Regulations - Technical support for Board of County Commissioners
- Subdivision Regulations - Updates, corrections, clarifications discussed
- Staff site visits of proposed subdivisions
- Building Envelope Changes
- Growth Policy mapping and fiscal impact analysis completed.
- Parks and Recreation District formation - provided technical assistance
- Big Hole River - subcommittees on floodplain/mapping and landowner incentives

**Prepared by: Leona Stredwick; July 20, 2011**