

CITY-COUNTY PLANNING BOARD

PO Box 305

CITY OF HARDIN / BIG HORN COUNTY

HARDIN MT 59034-0305



City County Planning Board Meeting

Date: October 14, 2025

Location: City Chambers

Time: Public Hearing opened at 6:59 PM; Regular Meeting called to order at 7:06 PM

1. Roll Call

Present: Chairperson Corinna Kirschenmann-Kuntz , Vice Chairperson-Bill Hodges , Taylor Sidwell , Dan Lowe , Jeff Hooker , Karla Roods

Excused: Michael Ebert , Larry Vandersloot

Staff: Mr. Forrest Mandeville – City Planner

Guests: Luke Gerber, Natasha Morton

2. Call to Order (6:59 PM)

The regular meeting of the City–County Planning Board was called to order at **7:06 PM** by the acting chairperson Corrina Kirschenmann-Kuntz.

3. Public Hearing (Opened 6:59 PM)

Gerber Variance Request

Applicant: Luke Gerber

Request: construction of a new carport on the east side of the property.

- Proposed setback: side setback of 1 ½ feet instead of 5 feet
- Property: Zoned R2, located at 838 W 5th St (Lot 7, Amended Block 2, Egnew Addition, Section 23, Township 1 S, Range 33 E)
- **9 ft** from carport to neighboring house.
- Carport cannot be reduced below **10 ft**
- Neighbor behind applicant also supports (via call to Mandeville)
- Morton noted others have constructed without proper procedure

Additional Notes:

- Corrina reminded the public that the board issues a recommendation for City Council. City Council will review **10/21/25**.
- Bill clarified that Mr. Mandeville reviews all applications and provides staff reports.
- Natasha requests email notification of the final results.

Public Hearing Closed: 7:04 PM

4. Approval of Minutes for 09/08/2025

- Motion: Taylor Sidwell
 - Second: Karla Roods
 - **Approved unanimously**
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5. Financial Statements

- Motion: Bill Hodges
 - Second: Taylor Sidwell
 - **Approved unanimously**
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6. Old Business

6.1 Stewart Project

City Council approved at their last meeting.

6.2 M&R Project

- Council denied and requested modifications.
- Michael Ebert is looking to revise and resubmit.
- Corrina noted possible lot swap discussions due to odd lot shape.
- Jeff asked about post-vote discussion; Bill expressed desire for clarification after voting.
- Karla noted comments were made but no formal discussion occurred; Corrina will document.

6.3 Subdivision Regulations Update (Mandeville Report)

Reference model: 2006 version; county model will be used moving forward.

Decision Items

1. Minor Subdivision Review Requirements

- Discussion around treating all subdivisions as major to ensure public review.
- **Motion:** Require all subdivisions to come before the board.
 - Motion: Taylor Sidwell
 - Second: Jeff Hooker
 - **Approved unanimously**

2. Traffic Study Threshold

- Residential trips: 8–10 trips/day per home
- 6-lot subdivision ≈ 100 trips/day
- Traffic studies cost ~ \$10,000; identify peak hour flow, off-site needs, etc.
- **Motion:** Set **6 lots** as threshold triggering major subdivision classification.
 - Motion: Taylor Sidwell
 - Second: Karla Roods
 - **Approved unanimously at 7:30 PM**

3. Family Transfer Two-Year Hold

- Discussion on 2-year hold requirement; hardship waiver possible.
- **Motion:** Adopt state cap of **2-year hold** with hardship language written by Mandeville.
 - Motion: Taylor Sidwell
 - Second: Bill Hodges
 - **Approved unanimously at 7:38 PM**

4. Subdivision Fee Schedule

- Fees have state caps; must be reviewed and sent to council.
 - **Motion:** Direct Mandeville to draft fee schedule for CCPB review.
 - **Approved unanimously at 7:42 PM**
 - CCPB will hold a hearing before forwarding to City Council.
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7. New Business**7.1 Gerber Variance (Post-Hearing Review)**

- Taylor raised possible fire-spacing concerns. Board reviewed spacing with optional entry point.
- Dan supports as long as neighbors have no objections and wants written documentation.
- Commendation to Karla and Natasha for identifying code issues.
- Karla discussion of boots on the ground code enforcement. Mandeville unsure for when prior violations began; may require new variance for compliance.
- **Motion to Approve Variance:** Bill Hodges
 - **Second:** Jeff Hooker
 - **Passed unanimously at 7:52 PM**
 - Corrina reminds Board; the variance application and CCPB recommendation will be brought to the city council on **10/21/2025**.

7.2 Board Administrative Updates

- Bill Hodges reappointed Vice President.
 - Dan Lowe's term extended for another 2-year term.
 - New name tag needed for Secretary.
 - Member list needs updating. List will be sent to Board members.
 - Upcoming dates:
 - **10/26 – FFA Harvest**
 - **11/2 – Daylight Savings**
 - **11/10 – Next CCPB Meeting**
 - Linda will provide backup secretary duties.
 - County planning update coming soon; county supports new mental health initiatives.
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8. Adjournment

- Motion: Bill Hodges
- Second: Taylor Sidwell
- **Adjourned at 8:01 PM**