COMMISSIONER MEETINGS
All meetings take place in the Commissioners Conference Room (308)
located in the Ostlund Building @ 2825 3rd Ave N (3rd Floor)
and are open to the public unless otherwise noted

THURSDAY - NOVEMBER 19, 2026

8:45 Calendar

9:00 COMMISSIONERS DISCUSSION

PLEDGE

DEPARTMENTS

1. **Elections -** October 2026 Monthly Update
2. **Youth Services Center -** New Jail Management Sytem that will Integrate with the Sheriff's Office and Billings Police Records Management System
3. **Planning Department -** County Special Review 337 – 4204 Old Blue Creek Road – Campground Special Review and Concurrent Variance
4. **IT -** Update County Password Policy
5. **Katy Schreiner -** Downtown Billings Alliance Purchasing Land Owned by BNSF
6. **Dwight MacKay -** Jail Expansion
7. **County Attorney -** DUI Blood Draw Contracts

COMMISSIONERS

1. City/County Planning Board Update
2. CDBG Planning Grant Application
3. Board Recommendations - Craig Van Nice & Joe Clark to Big Sky EDA
4. Commissioner Board Reports

PUBLIC COMMENTS ON COUNTY BUSINESS

**Public comment is an opportunity for individuals to address the Board, however, the Board cannot engage in discussion or take action on items not properly noticed on the agenda. Public comment is limited to 3 minutes per individual.*

B.O.C.C Thursday Discussion 1.

Meeting Date: 11/19/2026

Title: October 2026 Monthly Update

Submitted By: Dayna Causby, Election Administrator

TOPIC:

Elections - October 2026 Monthly Update

BACKGROUND:

October 2026 Monthly Update

RECOMMENDED ACTION:

Discussion

B.O.C.C Thursday Discussion 2.

Meeting Date: 11/19/2026

Title: YSC Records Management System

Submitted By: Teri Reitz, Board Clerk

TOPIC:

Youth Services Center - New Jail Management Sytem that will Integrate with the Sheriff's Office and Billings Police Records Management System

BACKGROUND:

New jail management system that will integrate with the Sheriff's Office and Billings Policy Records Management System.

RECOMMENDED ACTION:

Discuss.

B.O.C.C Thursday Discussion 3.

Meeting Date: 11/19/2026

SUBJECT: County Special Review 337-4204 Old Blue Creek Road – Campground

THROUGH: Karen Husman

FROM: Karen Husman

TOPIC

Planning Department - County Special Review 337 – 4204 Old Blue Creek Road – Campground Special Review and Concurrent Variance

REQUEST

A Special Review request pursuant to Section 27-1002.C, Table 27-1000.1 of the Yellowstone County Zoning Regulations to allow a campground in the Agriculture 10 Acres and Over (A) zoning district, along with associated variance from Table 27-900.1 requiring ten-acre minimum to allow five-acre minimum area per dwelling unit. The proposal consists of a small-scale, owner-operated overnight lodging development on Tract 1A of Amended Tract 1, COS 256, S21, T01 S, R26 E, containing approximately 54.7 acres. A pre-application neighborhood meeting was held on August 25, 2026, at the subject property. The applicant subsequently revised the site layout to address recommendations concerning roadway approaches and internal circulation. Tax ID: D01962

In conjunction with Special Review 337, the applicant is requesting a variance from Table 27-900.1 of the Zoning Regulations to reduce the minimum lot area requirement from ten acres to five acres per dwelling unit. The proposed development consists of nine camping cabins and one single-family dwelling, for a total of ten dwelling units. Two accessory buildings are also proposed, including a cabin containing office and laundry facilities and a shop building intended for storage and maintenance associated with campground operations.

The subject property encompasses approximately 54.7 acres and is subject to a maximum building lot coverage of 15%, allowing approximately 357,410 square feet (8.2 acres) of building coverage. The preliminary site plan identifies approximately 17,700 square feet of proposed building coverage, representing less than 1% of the total property area and substantially below the maximum permitted coverage. The relatively limited building footprint allows for substantial open space and supports the preservation of the property's rural character. While the requested variance would reduce the minimum lot area requirement per dwelling unit, the proposed development would remain well within the applicable maximum lot coverage standard.

RECOMMENDATION

The Consolidated Yellowstone County Zoning Commission recommends conditional approval of County Special Review 337 allowing a campground in the Agriculture 10 Acres and Over (A) zoning district and the concurrent variance to reduce the minimum lot area from 10 acres to 5 acres, based on the findings of the applicable special review and variance decision criteria and subject to the conditions of approval contained in this report.

APPLICATION DATA

OWNERS: Todd J. Teyler and Amani A. Teyler
LEGAL DESCRIPTION: Tract 1-A, Amended Tract 1, C.O.S. 256, S21, T01 S, R26 E
ADDRESS: 4204 Old Blue Creek Road
CURRENT ZONING: Agriculture 10 Acres and Over (A)
EXISTING LAND USE: Undeveloped/agricultural
PROPOSED LAND USE: Campground/overnight lodging consisting of nine cabins, office, future residence, and shop
SIZE OF PARCEL: Approximately 54.7 acres

CONCURRENT APPLICATIONS

This application includes a Special Review for a campground and a Variance from the minimum lot size requirement. Pursuant to Criterion 9 of the Special Review criteria, both applications require recommendations from the Yellowstone County Consolidated Zoning Commission, with final decisions made by the Yellowstone County Commissioners. This process has been verified with the Yellowstone County Legal Department.

APPLICABLE ZONING HISTORY

See attachments.

SURROUNDING LAND USE & ZONING

NORTH: Zoning: Residential Manufactured Home (RMH) & Agriculture (A)
Land Use: Residential single-family, manufactured homes, & undeveloped ag land
SOUTH: Zoning: Agriculture (A)
Land Use: Bureau of Land Management open space
EAST: Zoning: Agriculture (A)
Land Use: Bureau of Land Management open space
WEST: Zoning: Agriculture (A)
Land Use: Undeveloped agricultural land

BACKGROUND

The subject property consists of approximately 54.7 acres located at 4204 Old Blue Creek Road adjacent to the Yellowstone River and is zoned Agriculture 10 Acres and Over (A). The applicant is requesting Special Review approval for a small-scale campground consisting of nine overnight lodging cabins. Seven cabins along with an accessory cabin containing the office and laundry are proposed north of Old Blue Creek Road near the Yellowstone River, with two cabins proposed south of the road. A future residence and shop are also proposed on the south side of the property. The project is proposed to develop in phases as applicable permits are obtained and improvements are completed. The preliminary site plan distributes the cabins in proximity to Old Blue Creek Road and provides areas for parking, internal circulation, utilities, wastewater treatment, and supporting improvements. The applicant states that the size of the property provides sufficient area for the proposed development while retaining substantial open space and separation between improvements. Preliminary feasibility work identified no significant planning or engineering constraints that would prevent the project from proceeding, and preliminary soil investigations indicate that onsite wastewater treatment is feasible.

In conjunction with Special Review 337, the applicant is requesting a variance from Table 27-900.1 of the Zoning Regulations to reduce the minimum lot area requirement from ten acres to five acres per dwelling unit. The proposed development includes nine camping cabins and one single-family dwelling, for a total of ten dwelling units. Additionally, two accessory buildings are proposed, consisting of a cabin accommodating office and laundry facilities and a shop building designated for storage and maintenance operations associated with the development. The requested variance is intended to accommodate the proposed development at a reduced minimum lot area per dwelling unit. The requested variance provides flexibility for the proposed development configuration while retaining the agricultural zoning and the overall rural character of the property.

The special review and variance are intended to operate together. Approval of the Special Review would authorize the campground use as conditioned, while approval of the variance would provide relief only from the identified minimum lot area requirement. Neither approval authorizes additional cabins or relief from other applicable zoning requirements unless specifically stated.

STAKEHOLDERS

A pre-application neighborhood meeting was held at the subject property on August 25, 2026. One neighboring property owner attended the meeting and expressed support for the proposed development, indicating that the project would be an appropriate use of the property.

In accordance with applicable public notice requirements and the City-County Planning Division's adopted procedures, staff provided notice of the proposed Special Review and Variance to property owners within 300 feet of the subject property. Notice was also posted on the subject property on September 14, 2026, in a location visible from the public right-of-way, and legal notices were published in the local newspaper on September 11 and September 18, 2026.

The Consolidated Yellowstone County Zoning Commission held a public hearing on October 8, 2026, during which the Commission voted unanimously (3-0) to approve the applicant’s request to defer consideration of the applications to the November 12, 2026, meeting. The property was posted again, and staff provided notice of the proposed Special Review and Variance to property owners within 300 feet of the subject property on October 16, 2026, and notices were published in the local newspaper on October 16, and October 23, 2026.

The Commission reconvened the public hearing on November 12, 2026. No members of the public were present, and no public testimony was received.

Following consideration of the applications, Commissioner Hecker made a motion, seconded by Commissioner Bush, to forward a recommendation of conditional approval of the proposed Special Review and Variance to the Board of County Commissioners, incorporating Planning Staff’s findings and recommended conditions of approval. The motion passed unanimously by a 3-0 voice vote.

As of the date of this staff report, the Planning Division has received no written public comments regarding the proposed special review or associated variance.

SUMMARY

SPECIAL REVIEW FINDINGS

Special Review applications are evaluated under the nine decision criteria contained in Section 27-1622.D of the Yellowstone County Zoning Regulations. The Consolidated Yellowstone County Zoning Commission may recommend approval or conditional approval, and the Board of County Commissioners may approve or conditionally approve the request only upon finding that the applicable criteria are satisfied.

1. The special review use is consistent with the County's growth policy and applicable neighborhood plans, if any.

The proposed development consists of overnight lodging cabins dispersed primarily along the northern portion adjacent to the Yellowstone River. The property is divided by Old Blue Creek Road, with the Yellowstone River forming a significant natural feature along its northern boundary.

The proposed campground is generally consistent with the objectives of the Growth Policy by supporting recreational tourism and compatible rural development while preserving the natural character of the surrounding area. The development would provide overnight lodging for visitors seeking recreational opportunities along the Yellowstone River, including fishing, boating, wildlife viewing, and other outdoor activities, while contributing to the local tourism economy.

Land Use Element

- New developments that are sensitive to and compatible with the character of adjacent City neighborhoods and County townsites.

Open Space and Recreation Element

- Recreation facilities that serve the diverse recreational needs of Billings and Yellowstone County.
- Protect and increase the availability of public access to natural areas and trails along the River.

2. The establishment, maintenance, or operation of the special review use will not be detrimental to or endanger public health, safety, morals, comfort, or general welfare.

The proposed development is limited to nine overnight lodging cabins on approximately 54.7 acres. The size of the property provides an adequate area for separation between the cabins and surrounding properties. Following the pre-application neighborhood meeting, the applicant revised the site layout to address recommendations regarding roadway access and internal circulation. Future development will also be required to comply with applicable access, sanitation, wastewater, and water supply regulations. A condition of approval has been included requiring the installation of a dry hydrant for fire protection. Additionally, the zoning regulations require that the campground be screened from adjoining properties by a solid fence not exceeding six feet in height. This fencing will be required along the western property boundary. A condition of approval establishing quiet hours and use of cutoff shields for any outdoor lighting have also been added to minimize potential impacts on surrounding properties. Collectively, these conditions of approval and regulatory requirements help protect public health, safety, comfort, and general welfare while minimizing potential impacts on neighboring properties.

3. The site for the proposed use is adequate in size and topography to accommodate the use while meeting the other requirements of the Zoning Code.

Section 27-1005.I.2 states that the campground shall be a minimum of 2 acres inclusive of rights-of-ways, easements or dedications to accommodate the use. The subject property is approximately 54.7 acres, with the area for the campground, inclusive of rights-of-way and easements, approximately 4.3 acres. The campground area meets the Zoning Code requirements associated with the proposed use. However, the applicant is requesting nine camping cabins and one single-family dwelling as the primary use. The Agriculture Zoning District allows for multiple primary use structures as long as the acreage requirements are met individually for each structure. Therefore, the applicant is requesting a variance from the minimum lot size requirement from 10 acres to 5 acres. The proposed development is contingent upon concurrent approval of the requested variance to reduce the minimum lot area requirement from ten acres to five acres per dwelling unit, allowing for a total of ten dwelling units.

4. The special review use will not be injurious to the use and enjoyment of other property in the immediate vicinity, nor substantially diminish or impair property values within the neighborhood.

The surrounding area contains agricultural, residential, and recreational uses. The proposed cabins will be screened from the adjacent properties with a fence and located in proximity to Old Blue Creek Road. Additionally, the campground is required to follow quiet hours. The development is intended to retain substantial open space and maintain the rural character of the property. The limited number of cabins, size of the property, and ability to establish appropriate setbacks, buffering, access, and operational requirements provide reasonable measures to limit impacts on neighboring properties.

5. The special review use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

The proposed development is contained within the approximately 54.7-acre subject property and does not require development or improvements on adjoining private property. The proposed development is not expected to interfere with the use or future development of surrounding properties.

6. Conditions necessary to protect public health, safety, and general welfare can be established.

Planning staff recommends ten conditions of approval, which are listed collectively within the variance review criteria. These conditions of approval include meeting road and driveway standards, providing a dry hydrant, obtaining DEQ approval, observing quiet hours, using full cutoff shields for outdoor lighting. These conditions of approval protect public health, safety and general welfare adequately address potential impacts associated with the project.

7. Adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided.
The preliminary site plan identifies internal access drives, parking areas, a shared well, septic systems, and associated drainfield areas intended to serve the proposed development. All proposed water supply, wastewater treatment, drainage, access, and other necessary infrastructure and facilities shall be subject to applicable County and regulatory agency review, approval, and permitting requirements prior to development.

8. Adequate measures have been or will be taken to provide ingress and egress to minimize traffic congestion in public streets.
Access to the subject property is provided by Old Blue Creek Road, which is established as a right-of-way easement extending through the central portion of the parcel. The preliminary site plan identifies internal circulation routes and designated parking areas intended to accommodate traffic generated by the proposed development. Final access locations and any necessary roadway improvements shall be subject to the applicable requirements of the Yellowstone County Road Policy and review and approval by Yellowstone County Public Works. Given the limited scale of the proposed development and the ability to provide adequate access and internal circulation, staff finds that appropriate measures have been or can be implemented to ensure safe and efficient ingress and egress while minimizing potential traffic impacts on Old Blue Creek Road.

9. The special review use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the County Commission.
The subject property is zoned Agriculture 10 Acres and Over (A). Pursuant to Section 27-1002.C, Table 27-1000.1 of the Yellowstone County Zoning Regulations, a campground is permitted within the Agriculture zoning district upon approval through the Special Review process. In conjunction with Special Review 337, the applicant is requesting a variance from Table 27-900.1 to reduce the minimum lot area requirement from ten acres to five acres per dwelling unit to accommodate nine camping cabins and one single-family dwelling. The Special Review can be approved while denying the variance request, but it would require the applicant to modify their site plan to accommodate one single family home and four campsites. Should the variance be approved, the development shall comply with all applicable zoning and development standards, except for the specific relief granted through the special review and variance, along with conditions established through the approval process. The required Master Site Plan review will provide further evaluation of the proposed development for compliance with applicable regulations, including site layout, access, parking, infrastructure, and appropriate buffering or screening to minimize potential impacts on adjacent properties. Additional conditions or improvements may be required through this review to address site-specific considerations and ensure compatibility with surrounding land uses. Any future expansion or modification beyond the scope of these approvals shall be subject to applicable review and approval requirements.

VARIANCE FINDINGS
The concurrent variance is evaluated under Section 27-1626(D) of the Yellowstone County Zoning Regulations.

1. That special conditions and circumstances exist which are peculiar to the land, the lot or something inherent in the land which causes hardship, and which are not applicable to other lands in the same district.
The subject property contains approximately 54.7 acres with unique physical characteristics that constrain the location and arrangement of development. The property is divided by Old Blue Creek Road, with the Yellowstone River forming a significant natural feature along the northern portion of the site. The property's varying topography, proximity to the river, and associated floodplain limitations restrict the areas suitable for building construction and development. Consequently, although the parcel contains substantial acreage, not all portions of the property are equally suitable or available for the placement of structures, access improvements, utilities, and wastewater treatment facilities. The proposed campground

is designed as a coordinated development with nine cabins dispersed throughout the property along with one single family dwelling. Reducing the minimum lot area from 10 acres to 5 acres provides flexibility to accommodate the proposed configuration while retaining substantial open space and separation between improvements.

2. That a literal interpretation of the provisions of this Zoning Code would deprive the applicant of rights commonly enjoyed by other tracts in the same district.
The campground use may be considered in the Agriculture zoning district through the Special Review process. The applicant is therefore not requesting authorization for a prohibited use but is requesting dimensional relief necessary to accommodate the proposed development. Strict application of the 10-acre minimum would limit the proposed configuration of the campground. The property contains approximately 54.7 acres providing sufficient area for cabins, access, parking, utilities, setbacks, and open space. There have been several properties granted a variance for minimum lot size from the Board of Adjustments (governing board for variances prior to formation of the Consolidated County Zoning Commission) as seen in the included Zoning History.

3. That granting the variance requested will not confer on the applicant any special privilege that is denied by this Zoning Code to other land in the same district.
The requested variance is specifically limited to reducing the minimum lot area from 10 acres to 5 acres for the development associated with Special Review 337. It does not authorize additional uses or relief from other applicable zoning standards. Other properties within the Agriculture zoning district seeking comparable relief would remain subject to the same variance process and would be required to demonstrate compliance with the applicable decision criteria. The Board of Adjustments have approved other lot size variances in the past as seen in the included Zoning History.

4. That the granting of the variance will be in harmony with the general purpose and intent of this Zoning Code and with the growth policies.
The requested variance does not alter the underlying Agriculture zoning designation or authorize a use otherwise prohibited within the district. The proposed campground remains subject to Special Review approval and associated conditions to ensure compatibility with surrounding properties. The development consists of nine overnight lodging cabins and one single-family dwelling on approximately 54.7 acres, with a site design intended to preserve substantial open space and maintain the property's rural character. The applicant intends to establish a small-scale campground that complements the recreational character of the Yellowstone River corridor. The proposal appears generally consistent with the Yellowstone County Growth Policy's objectives of preserving rural character, maintaining open space, supporting recreational opportunities, and accommodating compatible development. The subsequent Master Site Plan review will further evaluate site-specific considerations and may establish additional requirements for access, infrastructure, landscaping, and buffering to minimize potential impacts on adjacent properties.

RECOMMENDED CONDITIONS OF APPROVAL
Planning staff recommends the following conditions apply collectively to Special Review 337 and the associated variance:

1. Approval of Special Review 337 authorizes the establishment and operation of a campground on the property located at 4204 Old Blue Creek Road, legally described as Tract 1-A, Amended Tract 1, Certificate of Survey 256, S21, T1S, R26E, together with the associated variance from the minimum lot area requirement of ten acres per dwelling unit to five acres per dwelling unit, as established in Table 27-900.1 of Section 27-901 of the Yellowstone County Zoning Regulations. This approval shall be strictly limited to a maximum of twelve (12) buildings, consisting of nine (9) camping cabins, one (1) single-family dwelling, one (1) accessory building containing office and laundry facilities, and one (1) accessory shop building for storage and maintenance. Development shall substantially conform to the site plan submitted with the application, subject to any modifications or additional requirements imposed through the Master Site Plan review process. No additional variances, deviations, or exceptions from the Yellowstone County Zoning Regulations

are authorized or implied by this approval.
2. Any expansion, additional buildings, change in use, or substantial modification to the approved site layout shall require further review and approval by the appropriate authority prior to implementation as applicable under the Yellowstone County Zoning Regulations and Yellowstone County Buildings for Lease or Rent Regulations.
3. Prior to development of the site, the applicant/developer shall apply for and receive approval of a Master Site Plan and Zoning Compliance permit and shall comply with the design standards within the Yellowstone County Zoning Regulations and the Yellowstone County Road Manual.
4. All required approvals for water, wastewater and stormwater shall be obtained from Montana Department of Environmental Quality.
5. A 30,000-gallon dry hydrant shall be provided for fire suppression. Dry hydrant connection and installation shall be approved by Blue Creek Volunteer Fire Department. Proof of installation shall be provided to the Planning Division and Yellowstone County Department of Emergency Services prior to operation of the campsite.
6. All access, driveway, and roadway improvements shall comply with the Yellowstone County Road Policy and receive approval from Yellowstone County Public Works. Design of internal and external driveways and roads shall meet the standards within the Yellowstone County Buildings for Lease or Rent regulations.
7. Landscaping shall comply with applicable Yellowstone County requirements, including required solid fencing, landscaping buffer and tree plantings along the west property line to provide buffering from adjacent property.
8. Any signs associated with the approved use shall be subject to separate review and permitting in accordance with the Yellowstone County Zoning Regulations.
9. All exterior lighting shall be contained on the site through the use of full-cutoff fixtures, shielding, or other appropriate measures to prevent light from spilling onto adjacent properties.
10. The campground shall observe quiet hours between 10:00 p.m. and 7:00 a.m. During quiet hours, noise shall not be audible beyond the boundaries of the campground.
11. The campground operator shall designate a responsible individual to serve as the primary point of contact for complaints or concerns related to campground operations, including noise disturbances and compliance with the conditions of approval. The name, address, and telephone number of the designated contact person shall be provided to Yellowstone County Code Enforcement, County Planning, and the Board of County Commissioners. The operator shall ensure that this contact information remains current and promptly notify the respective County offices of any changes.
12. The approval of this special review, the associated variance, and all conditions of approval shall run with the land and shall apply to current and subsequent property owners, operators, managers, leaseholders, heirs, successors, and assigns.

RECOMMENDATION

The Consolidated Yellowstone County Zoning Commission recommends conditional approval of County Special Review 337 allowing a campground in the Agriculture 10 Acres and Over (A) zoning district and approval of the concurrent variance to reduce the minimum lot area from 10 acres to 5 acres, based on the findings of the applicable special review and variance decision criteria and subject to the conditions of approval contained in this report.

Attachments

Zoning Map & Site Photos

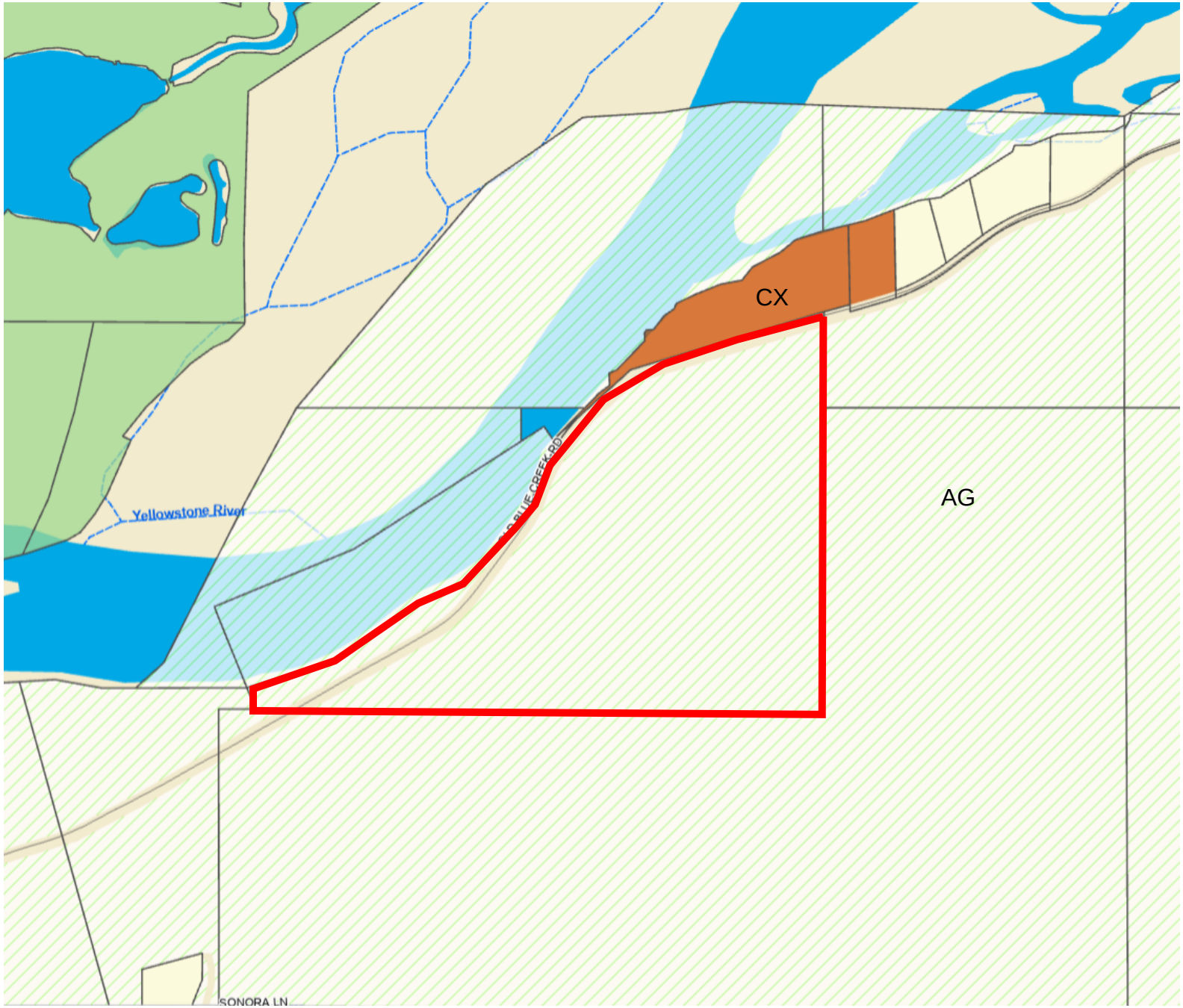
Application & Applicant Letter

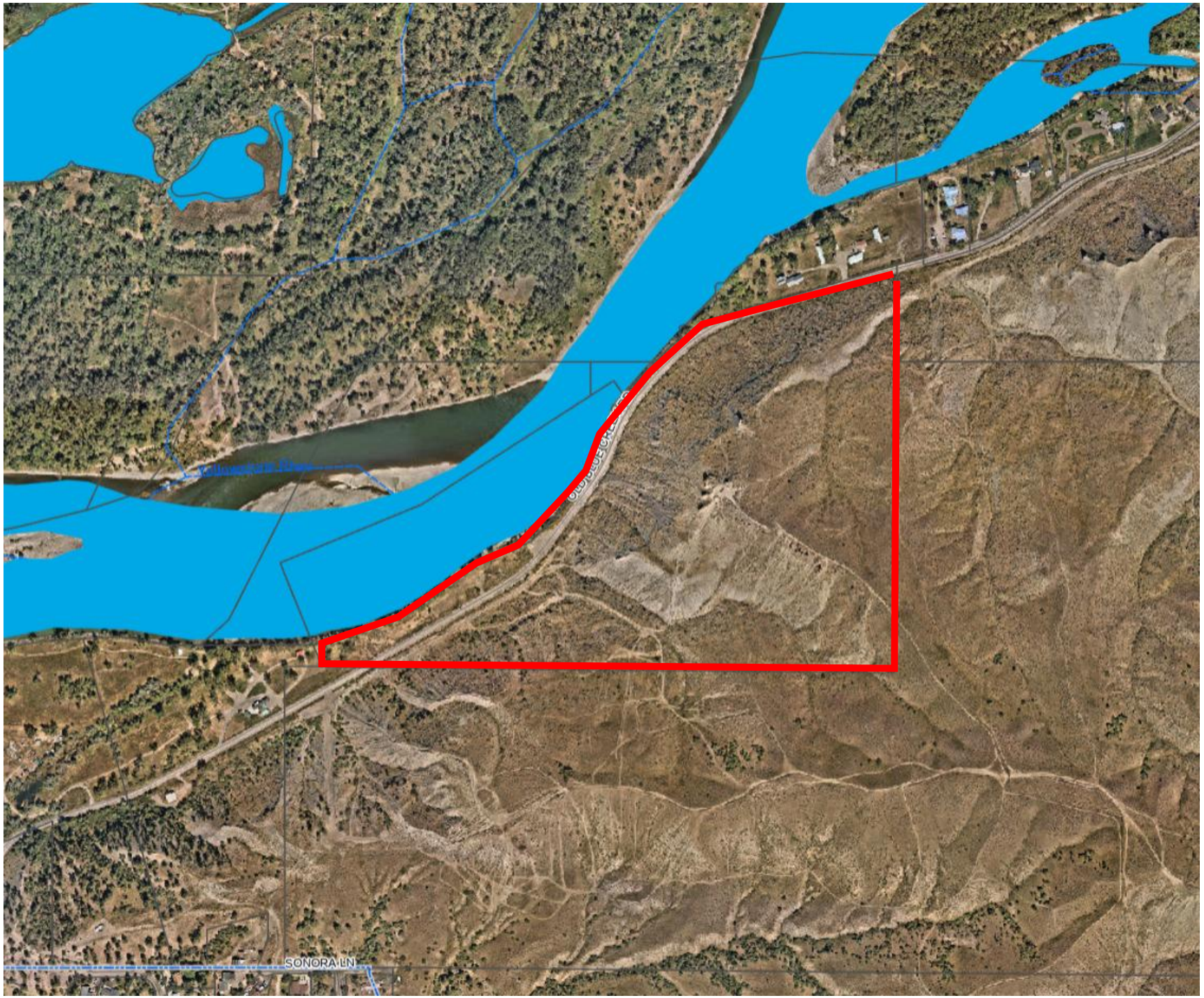
Neighborhood Meeting Info.

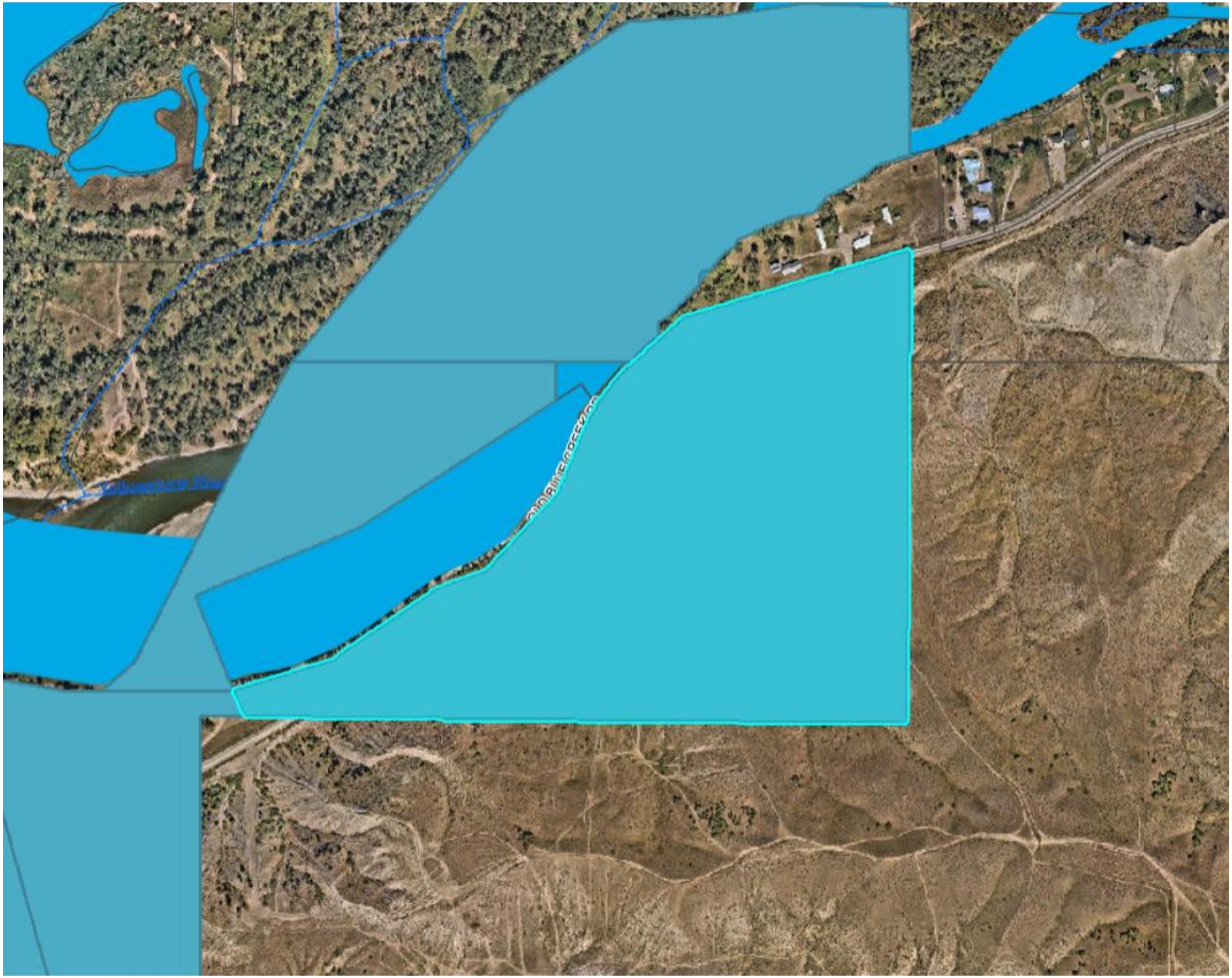
History

Site Plan

County Special Review 337- attachments




SONORA LN



Looking North from Old Blue Creek Rd.



Looking Northwest from Old Blue Creek Rd.



Looking East from Old Blue Creek Rd.



Looking South from Old Blue Creek Rd.



Looking West from Old Blue Creek Rd.



COUNTY APPLICATION FORM

COUNTY SPECIAL REVIEW County Special Review #_____ - Project #_____

The undersigned as owner(s) of the following described property hereby request a Special Review as outlined in the Yellowstone County Zoning Regulations.

Present Zoning: Agricultural (AG)

Proposed Special Review Use: Old Blue Creek Cabin Development – nine-cabin overnight lodging development

Property Tax ID # D01962 COUNTY COMMISSIONER DISTRICT # 3

Legal Description of Property: Amended Tract 1, Parcel 1A of C.O.S 256, Section 21,

Township 1 South, Range 26 East, Yellowstone County, Montana

Address or General Location (If unknown, contact County Public Works): 4204 Old Blue Creek Rd.

Billings, MT 59101

Size of Parcel (Area & Dimensions): Approximately 54.7 acres

Present Land-Use: Vacant/undeveloped agricultural land

Proposed Land-Use: Small-scale overnight lodging development consisting of nine cabins, an office, future residence, and shop, to be developed in phases.

*** Additional information may be required as determined by the Zoning Coordinator in order to fully evaluate the application.

Owner(s) Todd J. Teyler & Amani A. Teyler
(Record Owner)

3544 Old Blue Creek Rd,
(Address)

(406) 855-4246 amani721@gmail.com
(Phone Number) (email)

Agent(s): _____
(Name)

_____
(Address)

_____
(Phone Number) (Email)

I understand that the filing fee accompanying this application is not refundable, that it pays for the cost of processing, and that the fee does not constitute a payment for a Special Review. Also, I attest that all the information presented herein is factual and correct.

Signature: _____ Date: 8/26/2026
(Record Owner – Digital Signature Allowed)

Written Statement in Support of Special Review Application

Old Blue Creek Cabin Development

Chairperson and Members of the Yellowstone County Zoning Commission:

We own approximately 54.7 acres located along Old Blue Creek Road adjacent to the Yellowstone River in Yellowstone County, Montana. We are requesting Special Review approval to develop a small-scale, owner-operated cabin development consisting of nine overnight lodging cabins, with the opportunity to expand in the future through any required County review and approval.

Our current proposal includes seven cabins north of Old Blue Creek Road near the Yellowstone River and two cabins south of the road. An office will support the operation of the cabin development. Our future residence and shop will also be located on the south side of the property. Each cabin will have its own unique design rather than repeating the same floor plan throughout the development.

The project will be developed in phases over time as permits are obtained and improvements are completed. The size of the property allows for adequate parking, generous spacing between cabins, preservation of open space, and compatibility with the surrounding rural character.

Changes Made After the Pre-Application Meeting

The pre-application meeting was very helpful in refining our project. Based on the recommendations we received regarding roadway access, we revised the site layout to better accommodate the recommended roadway approaches and internal circulation.

We appreciate the guidance provided during the pre-application process, as it allowed us to improve the overall design before submitting this application.

Why This Project Is a Good Fit

Consistency with the Growth Policy

We believe this project is consistent with the goals of preserving the rural and recreational character of the Yellowstone River corridor. The proposed cabin development will provide overnight lodging for visitors who come to enjoy fishing, boating, wildlife viewing, dirt biking on nearby BLM land, and other outdoor recreation while maintaining the natural beauty and open character of the property.

Adequacy of the Property

Our 54.7-acre property provides more than enough space to accommodate the proposed cabins, office, future residence, shop, parking areas, internal drives, utilities, setbacks, and future improvements. The property allows the project to fit comfortably while maintaining generous open space and minimizing impacts on the surrounding area.

IMEG's preliminary feasibility assessment found that the property appears suitable for the proposed development and that no significant planning or engineering constraints were identified that would prevent the project from moving forward. Preliminary soil investigations also indicated that onsite wastewater treatment is feasible.

Compatibility with Surrounding Properties

The proposed cabin development has been designed to be compatible with the surrounding agricultural, residential, and recreational uses. The cabins will be spread across the property rather than concentrated in one area, allowing for privacy, open space, and a layout that respects neighboring properties.

Any potential impacts will be addressed through the engineering review and permitting process.

Future Development

The proposed development will be contained within our property and is not expected to interfere with the use or future development of surrounding properties.

Any future expansion of the Old Blue Creek Cabin Development beyond what is proposed in this application would be pursued through any applicable County review and approval requirements.

Commitment

We are committed to working closely with the City of Billings Planning & Community Services Department, Yellowstone County, our engineering consultants, and all other applicable agencies throughout the review, permitting, and construction process. Our goal is to develop a project that is well planned, compatible with the surrounding area, and in compliance with all applicable regulations.

Thank you for your time and consideration of our application. We appreciate the opportunity to present our proposal and look forward to working with the City of Billings Planning & Community Services Department, Yellowstone County, and the Zoning Commission throughout the Special Review process.

Respectfully submitted,

Todd Teyler
Amani Teyler

YELLOWSTONE COUNTY

Pre-Application Statement of Owner(s) or Agent(s)

The owner(s), contract purchasers (if any) and agents (if any) are required to submit this completed form on-line and any attachments along with a completed Special Review application form, including any required fees, for a special review to be processed by the Planning Division.

1. Present Zoning: Agricultural (AG)
2. Written description of the Special Review including square footage of structures, total area of the site
   Approximately 54.7-acre site proposed for a small-scale overnight lodging consisting of nine cabins ranging from 960 to 1,600 square feet, an office/laundry, future residence and shop, to be developed in phases as shown on the attached site plan.
3. Subject Property Map: please attach to this form
4. Legal Description of Property: Amended Tract 1, Parcel 1A of C.O.S 256, Section 21, Township 1 South, Range 26 East, Yellowstone County, Montana
5. Roster of persons who attended the pre-application neighborhood meeting: please attach to this form
6. A copy of the meeting notice. please attach to this form
7. A brief synopsis of the meeting results. please attach to this form
8. The undersigned affirm the following:
   a) The pre-application neighborhood meeting was held on the 25, day of August, 2026
   b) The special review application is based on materials presented at the meeting.

Owner (s): Todd J. Teyler & Amani A. Teyler Telephone: 406-855-4246

Address: 3544 Old Blue Creek Rd, Billings, MT 59101-9772 Email: amani721@gmail.com

Agent (s): _____ Telephone: _____

Address: _____ Email: _____

PRE-APPLICATION NEIGHBORHOOD MEETING NOTICE

Old Blue Creek Cabin Development - County Special Review

Date: Tuesday, August 25, 2026

Time: 5:30 P.M.

Location: Subject property on Old Blue Creek Road, Yellowstone County, Montana

Balloons/signage will be placed at the property entrance to help identify the meeting location.

Existing Zoning: Agricultural (AG)

Proposed Use:

We are requesting Special Review approval for the Old Blue Creek Cabin Development, a small-scale overnight lodging development consisting of nine cabins, with seven cabins located north of Old Blue Creek Road and two cabins located south of the road. A future residence and shop are also proposed on the south side of the property. The development is intended to be completed in phases over time rather than constructed all at once.

Property Information:

Legal Description: Amended Tract 1, Parcel 1A of C.O.S. 256, Section 21, Township 1 South, Range 26 East, Yellowstone County, Montana

Tax Code: D01962

Property Owners:

Todd J. Teyler & Amani A. Teyler
Phone: (406) 855-4246
Email: amani721@gmail.com

A preliminary/concept site plan showing the proposed development is enclosed with this notice.

Purpose of Meeting:

The purpose of this meeting is to provide surrounding property owners with information about the proposed development and an opportunity to ask questions and provide comments before we submit our Special Review application to Yellowstone County.

Thank you,
Todd & Amani Teyler

OLD BLUE CREEK CABIN DEVELOPMENT

Pre-Application Neighborhood Meeting - Attendance Roster

Date: August 25, 2026 **Time:** 5:30 P.M.

Location: Proposed Project Site - Old Blue Creek Road, Billings, Montana

Property Tax ID: D01962

#	Name	Mailing Address	Signature
1	Duc Ung Media	30 Table Mesa trl Red Lodge MT 59068	
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

Please sign in. This roster will be attached to the Yellowstone County Special Review pre-application meeting documentation.

OLD BLUE CREEK CABIN DEVELOPMENT

Pre-Application Neighborhood Meeting Synopsis

On August 25, 2026, we held the required pre-application neighborhood meeting regarding the proposed Old Blue Creek Cabin Development. One neighboring property owner, Douglas Medina, attended.

We explained that the property will remain zoned Agricultural (AG) and that we are seeking Special Review approval for a small-scale, owner-operated cabin development consisting of nine overnight lodging cabins. We also discussed the proposed layout and phased development of the property.

Mr. Medina did not express any concerns regarding the proposed cabin development and stated that he was excited to see what we would do with the property.

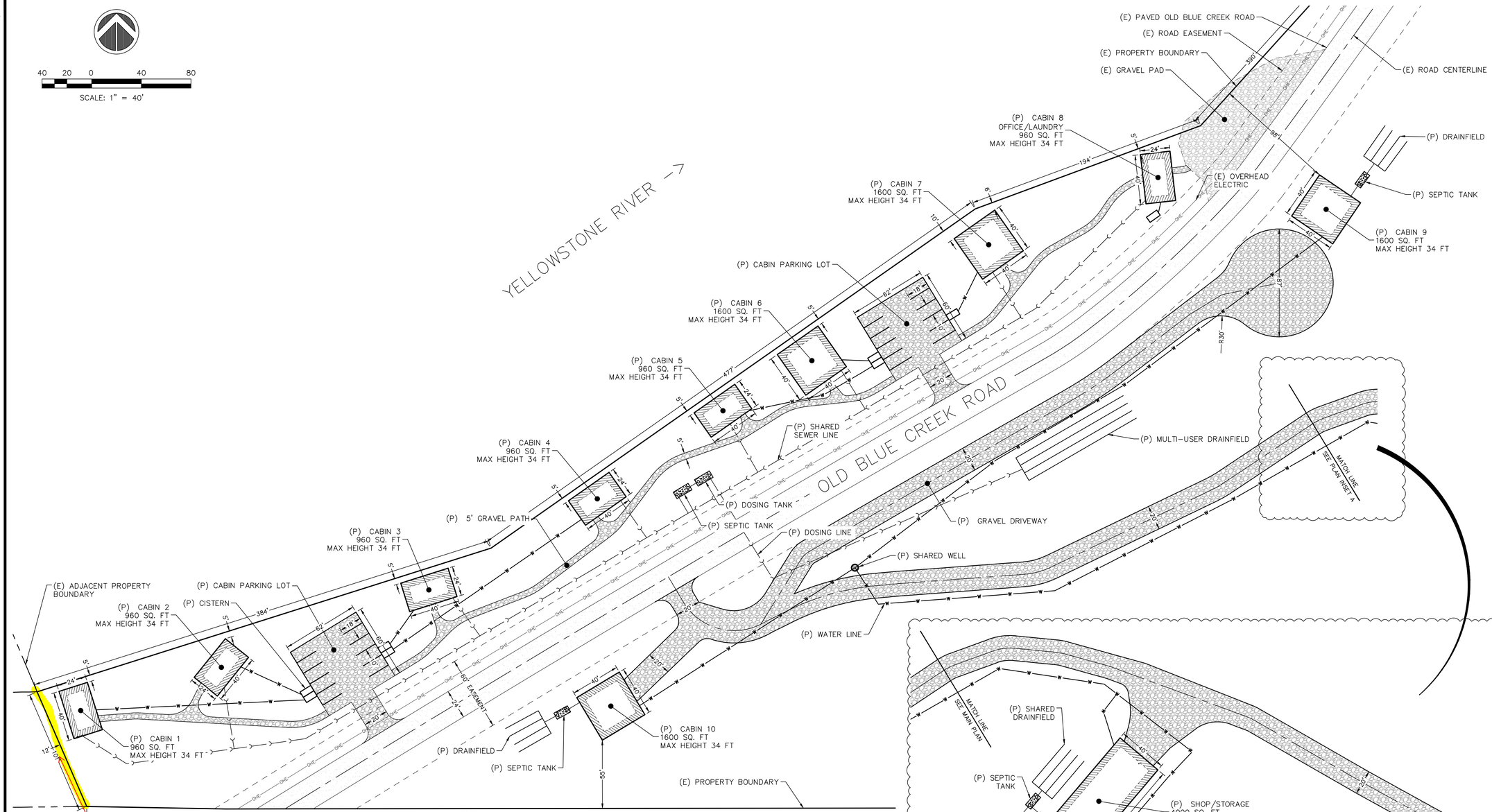
Special Review Approvals for Campground

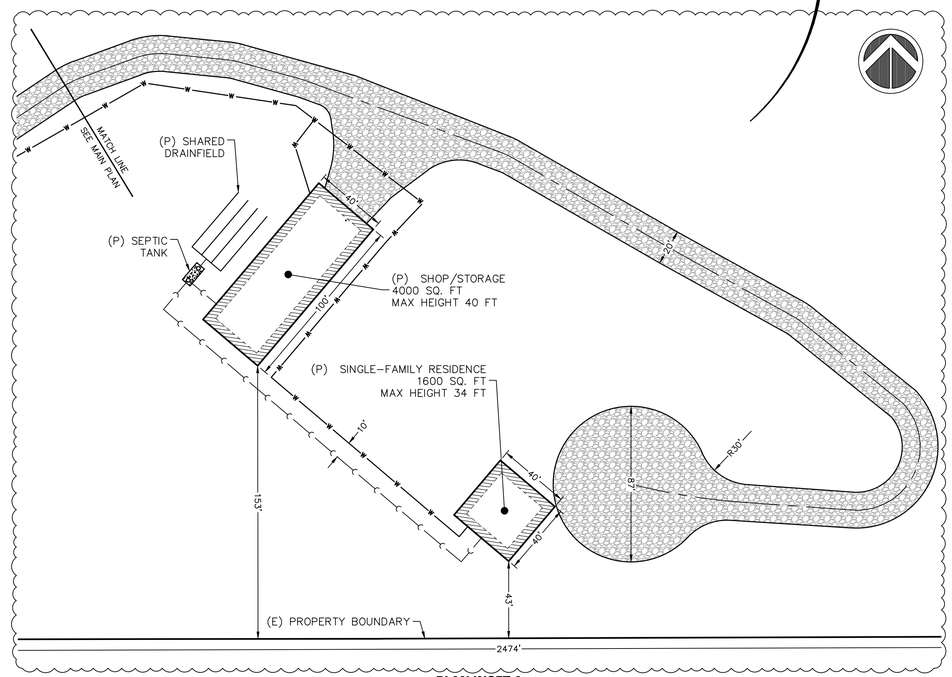
SUBJECT PROPERTY	**Application**	**DATE**	**FOR**	**APPROVED (Y/N)**	**ADDITIONAL DATA**
4202 Old Blue Creek Rd.	None				
APPLICABLE HISTORY	**Application**	**DATE**	**FOR**	**APPROVED (Y/N)**	**ADDITIONAL DATA**
309 Garden Ave	SR 208	9/14/1993	Campground Expansion	Y	
309 Garden Ave	SR 328	8/25/2015	Campground Expansion	Y	

Drawing Scale: 1"=40'

40 20 0 40 80

SCALE: 1" = 40'





PLAN INSET A
SCALE: 1"=40'

REVISIONS		
No.	DESCRIPTION	DATE

IMEG
550 NORTH 31ST STREET
SUITE 111
BILLINGS, MT 59101
PH: 406.248.9000
www.imegcorp.com

CABIN DEVELOPMENT
OLD BLUE CREEK ROAD
BILLINGS, MT

PRELIMINARY SITE PLAN

IMEG CORP. RESERVES PROPRIETARY RIGHTS, INCLUDING COPYRIGHTS, TO THIS DRAWING AND THE DATA SHOWN THEREON. SAID DRAWING AND/OR DATA ARE THE EXCLUSIVE PROPERTY OF IMEG CORP. AND SHALL NOT BE USED OR REPRODUCED FOR ANY OTHER PROJECT WITHOUT THE EXPRESS WRITTEN APPROVAL AND PARTICIPATION OF IMEG CORP.
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IMEG Project No:	26001253.00
File Name:	20260819 Site Layout.dwg
Drawing Number:	
Field Book No:	
Drawn By:	JTP
Check'd By:	
Approved By:	
Date:	08/18/2026

EXH

Sheet 1 of 1

Wednesday, August 19, 2026 2:13:06 PM
G:\2026\26001253.00\DESIGN\CIVIL\C3D\SOURCE\20260819 SITE LAYOUT.DWG

PRELIMINARY SITE PLAN - SETBACK COMMITMENT

Old Blue Creek Cabin Development
4204 Old Blue Creek Road, Billings, Montana
County Special Review 337 | Project PL20260574

North and west property lines: All proposed cabins will be located a minimum of **15 feet** from the applicable north and west property lines.

The attached August 18, 2026 preliminary site plan illustrates the proposed development concept. Cabin positions shown near the north and west boundaries are **conceptual and subject to adjustment** as necessary to comply with the minimum 15-foot setbacks.

The owners commit to showing compliant cabin locations and the required landscape buffering along the west property line in the professionally prepared Master Site Plan, prior to permitting and development.

Submitted by: Todd J. Teyler and Amani A. Teyler
For: November 12, 2026 hearing

Note: Final cabin locations will comply with the required 15-foot setbacks along the north and west property lines, as confirmed during the Master Site Plan review.

B.O.C.C Thursday Discussion 4.

Meeting Date: 11/19/2026

Title: Change to County Password Policy

Submitted For: Larry Ziler, IT Director Submitted By: Larry Ziler, IT Director

TOPIC:

IT - Update County Password Policy

BACKGROUND:

Senior IT Specialist WIll Grimm has identified the password policy recommendations from NIST and CJIS have changed. The two recommendations differ in policy expiration requirements. NIST recommends implementation of a strong password policy and complete removal of mandatory password change timelines. Instead, forcing password changes only when a suspected or confirmed account compromise has occurred. CJIS has maintained their password retention policy, but has changed it to strong password requirements with a 365-day password age limit. The current Yellowstone County password policy meets the recommended strong password policy, but forces change every 90 days. Both CJIS and NIST recognize that regular, forced password changes lead to password exhaustion, where users are inclined to use simple passwords with small change variants at each change.

RECOMMENDED ACTION:

It is recommended Yellowstone County adopt the more restrictive CJIS password retention policy of 365 days. Attached is a draft of the new policy that will be finalized and submitted for consent should the discussion agenda approve with moving forward.

Attachments

Draft Password Policy

Password Policy (Draft)

IAM-005-PO | Version 0.1

Effective Date	**[To be determined upon Board adoption]**
Approved By	**Yellowstone County Board of County Commissioners**
Policy Owner	**Information Technology Department**
Related Documents	
Review Cycle	**Annual**
Classification	**Public**

Version History

Version	Date	Reason/Comments
1.0	11/06/2026	Initial Draft by Will Grimm
1.1	11/17/2026	Revision by Larry Ziler

Important Notice

This is an official governance policy of Yellowstone County, Montana. All County departments, divisions, elected offices, and covered third parties are bound by the requirements set forth herein. Questions regarding interpretation or applicability shall be directed to the Information Technology Department.

Password Policy (Draft)

IAM-005-PO
Version 0.1
Revision Date 11/06/2026

SECTION 1 — PURPOSE

This policy establishes standardized password and authentication requirements for all users, systems, and applications within the organization. It ensures compliance with NIST SP 800-63B Digital Identity Guidelines, FBI CJIS Security Policy, and CJIN requirements, while supporting strong cybersecurity practices.

SECTION 2 — SCOPE

This policy applies to all of the following:

- All Yellowstone County departments, divisions, offices, and elected offices
- All County-owned, County-leased, or County-managed endpoints, servers, and network infrastructure devices
- All on-premises systems and County-managed cloud-connected systems
- Third-party vendors, contractors, and managed service providers (MSPs) who operate systems on behalf of the County or who connect to County networks in any capacity
- All systems subject to Criminal Justice Information Services (CJIS) compliance requirements, including those operated by or in support of the Yellowstone County Sheriff's Office and any other law enforcement or justice function

Scope Exclusion — Personal Devices

This policy does **NOT** apply to personally owned devices unless such devices are used to access County systems or networks under a formally executed Bring Your Own Device (BYOD) agreement. Where a BYOD agreement is in effect, the device owner is responsible for compliance with this policy as a condition of network access.

SECTION 3 — AUTHORITY

This policy is established under the authority of the Yellowstone County Board of County Commissioners pursuant to the County's IT governance framework and applicable Montana statutes governing county information technology management and data security.

The Yellowstone County designated IT Director is hereby authorized to interpret, enforce, and grant formally documented exceptions to this policy in accordance with the exception process described in Section 8.

This policy aligns with and is subordinate to the County's overarching Information Security Policy. In the event of conflict between this policy and the Information Security Policy, the Information Security Policy shall govern. This policy supplements and does not replace any applicable state or federal requirements.

SECTION 4 — DEFINITIONS

For the purposes of this policy, the following terms shall have the meanings set forth below:

Term	Definition
CJIN	The state-managed system containing criminal justice information, subject to security and access controls.
CJIS	Federal standards and requirements governing the protection of Criminal Justice Information (CJI), including authentication and password requirements.
Credential	Information (such as a password, passphrase, token, or certificate) used to verify a user's identity.
Hashing	A one-way cryptographic process used to securely store passwords without revealing the original password.
MFA	An authentication method requiring two or more distinct factors to verify identity, significantly increasing security.

Term	Definition
Passphrase	A longer string of words or characters used as a password. Typically, easier to remember and more secure than short, complex passwords.
Privileged Account	An account with elevated permissions, including administrator or service accounts, that provides access to critical systems or functions.
Service Account	A non-human account used by applications, services, or systems to perform automated functions.
Special Character	Characters that are not letters or numbers. Ex: (!@#$%^&*+-*)

SECTION 5 — POLICY STATEMENT

The goals of this policy are to:

- Protect sensitive and regulated data (including CJIS/CJIN information).
- Ensure consistent password requirements across the environment.
- Reduce compromise risk through modern authentication practices.
- Align organizational authentication controls with state and federal mandates.

SECTION 6 — REQUIREMENTS

The following requirements are mandatory. The terms **SHALL**, **SHALL NOT**, and **MUST** indicate non-discretionary obligations. All covered entities and systems are subject to these requirements unless a formally approved exception is on file.

6.1 Minimum Requirements: Yellowstone County will follow the policy recommendations from NIST and CJIS. Where these policy recommendations differ, the more restrictive of the two policies will be adopted.

All passwords must meet the following standards:

- Minimum password length: 12 characters
- Maximum password length: 64 characters
- Character complexity rules require an Uppercase & Lowercase Letter, Number, and Special Character
- Users may use passphrases and are encouraged to create passwords that are easy to remember, difficult to guess, and compliant with all requirements of this policy
- Passwords must not contain the user's name, username, or organizationally assigned ID.
- Systems shall prevent users from reusing the previous 24 passwords where technically feasible.

6.2 Passwords Screening

All passwords created, updated, or reset must be screened using an approved program or tool to reject:

- Known compromised password lists
- Common dictionary words
- Repetitive or predictable patterns
- Custom wordlist approved by the IT Director

6.3 Password Expiration

To meet organizational and CJIN/CJIS compliance needs:

- Passwords must be changed every 365 days.
- Passwords cannot be changed within 10 days of changing their password.
- Accounts handling CJIS-related data must follow CJIS requirements if stricter controls are mandated in the future.

Passwords may be reset sooner if:

- The account is suspected to be compromised
- Required by audit or compliance review
- Directed by IT Security

6.4 Multi-Factor Authentication (MFA)

MFA is required for:

- Remote access
- VPN connectivity
- Access to CJIS or CJIN data
- Administrative accounts
- Cloud services containing sensitive or confidential data

Approved factors include:

- FIDO2 security keys
- Authentication apps
- One-time passwords (TOTP)
- Certificate-based authentication

SMS-based MFA should be avoided per NIST recommendations.

6.5 Account Lockout

To reduce brute-force attack risk:

- 5 failed attempts triggers lockout
- Lockout duration: 30 minutes
- Manual unlock may be performed by IT staff after verification of identity

6.6 Password Storage and Management

The organization will:

- Use encrypted, salted, and hashed storage for all credentials.
- Prohibit plaintext storage of passwords in any system or document.
- Provide secure reset mechanisms requiring identity verification.

Password managers may be approved for employee use with IT review.

6.7 Administrative and Service Accounts

Administrative and service accounts must follow enhanced controls:

- Must use unique passwords not shared across services
- Must use MFA where technically feasible
- Must not be used for day-to-day productivity tasks
- Shared user accounts are prohibited unless specifically approved by the IT Director and documented as an approved exception.

Privileged accounts must be monitored and audited quarterly.

SECTION 7 — ROLES & RESPONSIBILITIES

The following table defines the responsibilities of each role with respect to this policy. All roles are accountable for compliance within their respective areas of authority.

Role	Responsibilities
Board of County Commissioners	Adopts and approves this policy and material amendments thereto; provides governance oversight of County IT policy; receives compliance status reports as warranted.
IT Director	Interprets and enforces this policy; approves or denies exception requests; reports compliance status to County leadership; ensures adequate resources are allocated for compliance verification; maintains the exception register.

Role	Responsibilities
IT Security / Compliance Staff	Administers and monitors compliance with password and authentication requirements; conducts compliance reviews and audits; maintains documentation and audit records; manages password policy configurations and monitoring tools; coordinates remediation of non-compliance; escalates significant violations to the IT Director.
System Administrators	Configure and maintain systems in accordance with approved password and authentication standards; implement password expiration, account lockout, privileged access controls, and multi-factor authentication where applicable; promptly remediate identified weaknesses or non-compliance.
Department Heads	Ensure employees within their departments understand and comply with this policy; support compliance efforts and training initiatives; promptly report security concerns and suspected account compromises; cooperate with audits and investigations.
Employees and Authorized Users	Create and maintain passwords in accordance with this policy; protect authentication credentials from unauthorized disclosure; utilize multi-factor authentication when required; immediately report suspected credential compromise or unauthorized account activity to the IT Department.
Vendors and Contractors	Comply with applicable password and authentication requirements when accessing County systems, networks, or data; ensure personnel are trained regarding authentication security requirements; provide compliance attestation upon request; promptly report suspected security incidents involving County accounts or systems.

SECTION 8 — COMPLIANCE & ENFORCEMENT

The IT Department is responsible for monitoring compliance with this policy and taking enforcement action as necessary.

Violations of this policy are taken seriously and may result in one or more of the following actions, depending on the nature, severity, and circumstances of the violation:

- Immediate suspension or restriction of an account determined to present a security risk
- Forced password reset or credential revocation

- Temporary or permanent removal of access privileges to County systems, applications, networks, or data
- Escalation of violations to the affected department's leadership and the IT Director
- Disciplinary action against County employees in accordance with Yellowstone County Human Resources policies, up to and including termination of employment
- For vendors and contractors: suspension or revocation of account access, invocation of contract remedies, or termination of services
- Referral to appropriate law enforcement authorities where criminal activity is suspected

The IT Department is authorized to take immediate technical remediation actions necessary to protect County systems and data, including disabling accounts, forcing password changes, requiring additional authentication controls, restricting access privileges, or temporarily suspending access where a security risk has been identified. Such action may be taken without advance notice to the system user or owner where a security risk has been identified. Post-action notification to the affected department shall occur as soon as practicable following remediation.

Enforcement actions shall be documented by the IT Department and retained in accordance with the County's records retention schedule.

SECTION 9 — EXCEPTIONS

Requests for exceptions to this policy MUST be submitted in writing using the County's official IT Policy Exception Request form, available from the IT Department. Exceptions shall not be granted verbally or informally.

Each exception request SHALL include, at a minimum, the following:

- Identification of the specific system(s) for which the exception is requested
- Business or operational justification for the exception

- A risk assessment identifying the risks introduced by enabling IPv6 on the specified system(s)
- Proposed compensating controls to mitigate identified risks during the exception period
- The requested duration of the exception

All exceptions require written approval from the designated IT Director. Exceptions SHALL NOT be granted by any other authority. Approved exceptions SHALL be reviewed at least annually and shall expire automatically unless formally renewed prior to the expiration date. No exception grants indefinite or permanent exemption from password or authentication requirements. An exception register documenting all active and expired exceptions SHALL be maintained by the IT Department and made available for audit upon request.

SECTION 10 — REVIEW & REVISION

This policy SHALL be reviewed annually by the IT Department, commencing one year from the effective date. The review shall assess whether changes in technology, the County's operational environment, regulatory requirements, or emerging cybersecurity guidance necessitate amendments to this policy.

The review SHALL include consideration of applicable requirements and guidance issued by:

- National Institute of Standards and Technology (NIST)
- FBI Criminal Justice Information Services (CJIS) Security Policy
- Criminal Justice Information Network (CJIN) requirements
- State and federal regulatory requirements applicable to County operations

Material changes to this policy — including changes to the scope of covered systems, enforcement provisions, exception criteria, or any requirement that substantively alters the obligations of covered parties — SHALL be submitted to the Board of County Commissioners for review and approval prior to taking effect.

Minor clarifications, editorial corrections, and non-substantive updates may be approved by the IT Director without Board action, provided such changes do not alter the policy's substantive requirements and are documented in the policy version log.

The next scheduled review date is one year from the effective date of this policy as adopted by the Board of County Commissioners. The IT Department is responsible for initiating the review process and presenting any proposed amendments in a timely manner. The IT Department shall maintain a version history log for this policy, recording all revisions, approval dates, and the nature of changes made.

The IT Department shall maintain a version history log for this policy, recording all revisions, approval dates, and the nature of changes made.

SECTION 11 — REFERENCES

The following documents, standards, and resources are referenced by or related to this policy:

1. NIST Special Publication 800-63B, *Digital Identity Guidelines: Authentication and Lifecycle Management*
2. CJIS Security Policy, Version 6.1
3. Montana Criminal Justice Information Network (CJIN) Security Requirements
4. Yellowstone County Information Security Policy
5. Yellowstone County Acceptable Use Policy
6. Yellowstone County IT Policy Exception Request Form
7. Microsoft Security Baselines and Identity Security Guidance

B.O.C.C Thursday Discussion 5.

Meeting Date: 11/19/2026

Title: Katy Schreiner - Downtown Billings Alliance Purchasing Land Owned by BNSF

Submitted By: Erika Guy

TOPIC:

Katy Schreiner - Downtown Billings Alliance Purchasing Land Owned by BNSF

BACKGROUND:

See Attached

RECOMMENDED ACTION:

Discuss

Attachments

Access Agreement GPE blank

Phase I ESA Questionnaire

Property Data 9.24.26

SITE ACCESS AGREEMENT
PERMISSION TO ENTER PROPERTY
GRANITE PEAK ENVIRONMENTAL, LLC

This Site Access Agreement ("Agreement") is made by and between [insert property owner] ("Owner"), and Granite Peak Environmental, LLC (Granite Peak) regarding the Owner's property located at [insert address] ("Site"). Granite Peak requests the Owner's permission to enter the Site for the exclusive purposes of conducting environmental investigation and remediation activities.

1. Owner hereby gives permission to Granite Peak, including, but not limited to, Granite Peak, its agents, and/or subcontractors, or other designees authorized by the Owner ("Authorized Parties"), to enter upon the Site to perform investigation and remediation activities at the Site. This permission is effective immediately upon the execution of this Agreement by Owner and Granite Peak.

2. The permission granted by Owner under this Agreement is contemplated to be used for ingress and egress to perform the following activities that may be performed by Authorized Parties:

   a. A Site assessment including a Site reconnaissance, records review, historical research, and interviews with representatives of the Owner, public, and regulatory agencies.

   b. Investigation of soil and groundwater, including, but not limited to, the installation of soil borings, test pits and/or groundwater monitoring wells, the use of geophysical equipment, the use of drilling equipment for collection of soil and sediment samples, the logging, gauging and sampling of existing wells, video taping, preparation of site sketches, taking photographs, any testing or sampling of groundwater, soil, surface water, sediments, air, soil vapor or other material deemed appropriate by the Sampling and Analysis Plan.

   c. Survey of hazardous building materials.

   d. On-Site observation and oversight of environmental investigation, abatement, and remediation activities.

   e. Disclosure of environmental information as required by law.

   f. Site remediation including abatement, demolition, excavation, and cleanup.

3. The granting of this permission by the Owner is not intended, nor should it be construed, as an admission of liability on the part of the Owner or the Owner's successors and assigns for any contamination discovered on the Site.

4. Owner ensures that Owner and any/all Site operators will give Authorized Parties access to the entire Site for the purposes set forth in this Agreement.

5. Authorized Parties may enter the Site during normal business hours and may also make special arrangements to enter the Site at other times after agreement from the Owner.

6. The Owner and Granite Peak agree that any and all work performed on the Site and in association with this Agreement shall be done in a good, safe, workmanlike manner, and in accordance with applicable federal and state statutes, rules, and regulations.

7. To the extent permitted by applicable law: (a) in no event shall Granite Peak be liable under any legal theory for any special, indirect, consequential, exemplary or incidental damages, however caused, arising out of or relating to this Agreement, even if Granite Peak has been advised of the possibility of such damages; and (b) in no event shall Granite Peak's aggregate liability arising out of or relating to this Agreement (regardless of the form of action giving rise to such liability, whether in contract, tort or otherwise) exceed the fees payable by Granite Peak hereunder.

8. Owner and its employees, affiliates, agents, members, officers, owners, and all other related parties will indemnify and hold harmless Granite Peak and its affiliates, employees, officers, members, owners, agents, and all

other related parties from and against any and all liabilities, losses, damages, costs, and other expenses arising from or relating to any onsite work as part of this Agreement.

9. Granite Peak will supply to Owner all information derived from the environmental investigation and remediation conducted at the Site. The Owner may use such information for any purpose at the Owner's sole discretion. Information will be held in confidence except as instructed by the Owner or as required by law.

10. Any party to this Agreement may terminate the Agreement at any time by written notification.

11. This Agreement shall expire upon completion of contracted scope of work.

12. By signing this Agreement, Owner guarantees the authority to allow access, ingress, and egress to the Site.

Site Owner

_____
Name

_____

_____
Mailing Address

_____
Phone Number

_____
Signature

_____
Date

Granite Peak Environmental, LLC

_____
Name

_____

_____
Mailing Address

_____
Phone Number

_____
Signature

_____
Date

GRANITE PEAK ENVIRONMENTAL

PHASE I ENVIRONMENTAL SITE ASSESSMENT QUESTIONNAIRE

The following questionnaire is required by the ASTM Standard E 1527-21, which adheres to the All Appropriate Inquiries (AAI) Rule (United States Environmental Protection Agency) (40 CFR 312).

As defined by ASTM, the User of the report is the *"party seeking to use Practice E 1527 to complete an environmental site assessment of the property. A user may include, without limitation, a potential purchaser of property, a potential tenant of property, an owner of property, a lender, or a property manager. The user has specific obligations for completing a successful application of this practice."*

Property Name:	
Property Address:	
Property City, State Zip:	

1. Please describe the history of the property to the best of your knowledge? Including, but not limited to; past owners, dates of ownership, former property uses, differing addresses as above, and any property boundary changes or annexations.

2. Environmental liens that are filed or recorded against the property (40 CFR 312.25)

Are you aware of or have you conducted a search of recorded land title records (or judicial records) to identify any environmental liens filed or recorded against the property under federal, tribal, state or local law?

☐Yes ☐No

If Yes, please explain:

3. Activity and use limitations (AULs) that are in place on the property or that have been filed or records against the property (40 CFR 312.26(a)(1)(v) and (vi))

Are you aware of or have you conducted a search of recorded land title records (or judicial records) to identify any AULs, such as engineering controls, land use restrictions or institutional controls that are in place at the property and/or have been filed or recorded against the property under federal, tribal, state or local law?

☐Yes ☐No

If Yes, please explain:

4. Specialized knowledge or experience of the person seeking to qualify for the LLP (40 CFR 312.28)

Do you have any specialized knowledge or experience related to the property or nearby properties? For example, are you involved in the same line of business as the current or former occupants of the property or an adjoining property so that you would have specialized knowledge of the chemicals and processes used by this type of business?

☐Yes ☐No

If Yes, please explain: _____

_____

_____

5. Relationship of the purchase price to the fair market value of the property if it were not contaminated (40 CFR 312.29)

Does the purchase price being paid for this property reasonably reflect the fair market value of the property? If you conclude that there is a difference, have you considered whether the lower purchase price is because contamination is known or believed to be present at the property?

☐Yes ☐No

If Yes, please explain: _____

_____

_____

6. Commonly known or reasonably ascertainable information about the Property (40 CFR 312.30)

Are you aware of commonly known or reasonably ascertainable information about the property that would help the environmental professional to identify conditions indicative of releases or threatened releases?

☐Yes ☐No

If Yes, please explain: _____

_____

_____

a. Do you know the past uses of the property?

☐Yes ☐No

If Yes, please explain: _____

_____

_____

b. Do you know of specific chemicals that are present or once were present at the property?

☐Yes ☐No

If Yes, please explain: _____

_____

_____

c. Do you know of spills or other chemical releases that have taken place at the property?

☐Yes ☐No

If Yes, please explain: _____

d. Do you know of any environmental cleanups that have taken place at the property?

☐Yes ☐No

If Yes, please explain: _____

e. Do you have any prior knowledge that the property was utilized as a gas station, dry cleaner, manufacturing/industrial facility in the past?

☐Yes ☐No

If Yes, please explain: _____

f. Are you aware of historical use of hazardous materials or petroleum products used or present on the property?

☐Yes ☐No

If Yes, please explain: _____

g. Do you know if the property is currently or was formerly equipped with underground storage tanks (USTs) or septic tanks?

☐Yes ☐No

If Yes, please explain: _____

h. Do you know of any sumps or floor drains in/on the property and their discharge locations?

☐Yes ☐No

If Yes, please explain: _____

i. Do you know of any past, threatened or pending lawsuits or administrative proceedings concerning a release or threatened release of any hazardous substance or petroleum products involving the property by any owner or occupant of the property?

☐Yes ☐No

If Yes, please explain: _____

7. The degree of obviousness of the presence or likely presence of contamination at the property, and the ability to detect the contamination by appropriate investigation (40 CFR 312.31)

Based on your knowledge and experience related to the property, are there any obvious indicators that point to the presence or likely presence of releases at the property?

☐Yes ☐No

If Yes, please explain: _____

8. Please include any other information that you are aware of that pertains to the property that may be relevant to this investigation?

Name of User / Person Interviewed:	
Title / Relationship to the Property:	
Phone Number:	
Email Address:	
Date:	
Signature:	X_____

Address	GeoCode	Assessment Code	Property Owner	Owner Address	Date Aquired	Use	Expansion/Redevelopment/Reuse	Property Details
2822 Montana Avenue	03-0927-03-2-29-01-4003	000I002820	Yellostone County	PO Box 35003, Billings, MT 59107		Museum	N/A	https://svc.mt.gov/msl/cadastral/?page=PropertyDetails&geocode=03-0927-03-2-29-01-4003&taxYear=2026
	03-0927-03-2-29-01-2003	000D120210	BNSF Railway	PO Box 961089, Fort Worth, TX 76161				
2624 Montana Avenue	03-0927-03-1-39-01-4012	000I002630	Downtown Commercial Properties LLC	4040 Parkhill Dr, Billings, MT 59106	3/14/2018	Mixed Use Office	Develop into mixed use commercial/residential	https://svc.mt.gov/msl/cadastral/?page=PropertyDetails&geocode=03-0927-03-1-39-01-4012&taxYear=2026
	03-0927-03-1-39-01-2012	000D120180	BNSF Railway	PO Box 961089, Fort Worth, TX 76161				
2610 Montana Avenue	03-0927-03-1-39-01-4014	000I011490	RYM Properties LLC	3412 Colton Blvd, Billings, MT 59102	11/30/2016	Mixed Use Office	Develop into mixed use commercial/residential	https://svc.mt.gov/msl/cadastral/?page=PropertyDetails&geocode=03-0927-03-1-39-01-4014&taxYear=2026
	03-0927-03-1-39-01-2012	000D120180	BNSF Railway	PO Box 961089, Fort Worth, TX 76161				
2608-06 Montana Avenue	03-0927-03-1-39-01-4011	000I002510	Marten & Associates LLC	354 Upper Flat Rd, Columbus, MT 59019	12/13/2012	Mixed Use Office/Residential	Develop into mixed use commercial/residential	https://svc.mt.gov/msl/cadastral/?page=PropertyDetails&geocode=03-0927-03-1-39-01-4011&taxYear=2026
	03-0927-03-1-39-01-2011	000D120170	BNSF Railway	PO Box 961089, Fort Worth, TX 76161				
2600 Montana Avenue	03-0927-03--1-39-01-4022	000I011040	Tracy Lofts Development Venture LLP	2720 Minnesota Ave, Billings, MT 59101	4/26/2024	Residential	Residential	https://svc.mt.gov/msl/cadastral/?page=PropertyDetails&geocode=03-0927-03-1-39-01-4022&taxYear=2026
	03-0927-03--1-39-01-2022	000D131610	BNSF Railway	PO Box 961089, Fort Worth, TX 76161				
2526 Montana Avenue	03-0927-03-1-39-01-4015	000I00251A	Computers Unlimited	2407 Montana Ave, Billings, MT 59101	8/23/2010	Commercial	Commercial Brewery	https://svc.mt.gov/msl/cadastral/?page=PropertyDetails&geocode=03-0927-03-1-39-01-4015&taxYear=2026
	03-0927-03-1-39-01-2015	000D12017A	BNSF Railway	PO Box 961089, Fort Worth, TX 76161				
Montana Ave	03-0927-03-1-39-01-4020		City of Billings	2310 Montana Ave, Billings, MT 59101	11/6/2007	Commercial Event Space	Passenger Rail/Commercial Event	
	03-0927-03-1-39-01-2020	000D122710	BNSF Railway	PO Box 961089, Fort Worth, TX 76161				https://svc.mt.gov/msl/cadastral/?page=PropertyDetails&geocode=03-0927-03-1-39-01-2020&taxYear=2026
2404 Montana Ave	03-0927-03-1-39-01-4016	000I006210	City of Billings	2310 Montana Ave, Billings, MT 59101	11/6/2007	Commercial Event Space	Passenger Rail/Commercial Event	https://svc.mt.gov/msl/cadastral/?page=PropertyDetails&geocode=03-0927-03-1-39-01-4016&taxYear=2026
	03-0927-03-1-39-01-2016	000D122670	BNSF Railway	PO Box 961089, Fort Worth, TX 76161				
2314 Montana Ave	03-0927-03-1-39-01-4017	000I006220	City of Billings	2310 Montana Ave, Billings, MT 59101	11/6/2007	Commercial Event Space	Passenger Rail/Commercial Event	https://svc.mt.gov/msl/cadastral/?page=PropertyDetails&geocode=03-0927-03-1-39-01-4017&taxYear=2026
	03-0927-03-1-39-01-2017	000D122680	BNSF Railway	PO Box 961089, Fort Worth, TX 76161				
2310 Montana Ave	03-0927-03-1-39-01-4018	000I006230	City of Billings	2310 Montana Ave, Billings, MT 59101	11/6/2007	Commercial Event Space	Passenger Rail/Commercial Event	https://svc.mt.gov/msl/cadastral/?page=PropertyDetails&geocode=03-0927-03-1-39-01-4018&taxYear=2026
	03-0927-03-1-39-01-2018	000D122690	BNSF Railway	PO Box 961089, Fort Worth, TX 76161				
2224 Montana Ave	03-0927-03-1-39-01-4019	000I006240	Heenan & Cook Property LLC	2224 Montana Ave, Billings, MT 59101	7/6/2026	Commercial	Commercial	https://svc.mt.gov/msl/cadastral/?page=PropertyDetails&geocode=03-0927-03-1-39-01-4019&taxYear=2026
	03-0927-03-1-39-01-2019	000D122700	BNSF Railway	PO Box 961089, Fort Worth, TX 76161				

B.O.C.C Thursday Discussion 6.

Meeting Date: 11/19/2026

Title: Dwight MacKay - Jail Expansion

Submitted By: Erika Guy

TOPIC:

Dwight MacKay - Jail Expansion

BACKGROUND:

NA

RECOMMENDED ACTION:

Discuss

B.O.C.C Thursday Discussion 7.

Meeting Date: 11/19/2026

Title: DUI blood draw contracts

Submitted For: Melissa Williams, Deputy County Attorney

Submitted By: Melissa Williams, Deputy County Attorney

TOPIC:

County Attorney - DUI Blood Draw Contracts

BACKGROUND:

Discuss DUI blood draw contracts at YCDF

RECOMMENDED ACTION:

Agenda Item

B.O.C.C Thursday Discussion 1.

Meeting Date: 11/19/2026

Title: City/County Planning Board Update

Submitted By: Erika Guy

TOPIC:

City/County Planning Board Update

BACKGROUND:

Update on the status of the combined City/County Planning Board

RECOMMENDED ACTION:

Discuss

B.O.C.C Thursday Discussion 2.

Meeting Date: 11/19/2026

Title: CDBG Planning Grant Application

Submitted By: Erika Guy

TOPIC:

CDBG Planning Grant Application

BACKGROUND:

Montana's Community Development Block Grant (CDBG) Planning program offers up to $50,000, with a required local match, for eligible planning work, not construction. Yellowstone County may submit one CDBG Planning application per funding cycle and the county would be the applicant and grant administrator. Once the county is awarded a planning grant, the county may not submit another proposal in this category until the current project is substantially completed.

County Growth Plan

The City/County Planning Division is considering a Community Growth Plan Update to help guide future development and investment in its intended planning area. The proposed effort would examine community growth needs and how land use, housing, transportation, infrastructure, and public services can be coordinated as conditions change.

Planning work could include analysis of existing conditions, community and stakeholder engagement, identification of growth-related challenges and opportunities, and recommendations for priorities, policies, and implementation. The Planning Division would finalize the geographic scope and specific deliverables before an application is submitted.

Rural Senior Meal Site

Allies in Aging is exploring the establishment or improvement of a rural senior meal site serving older adults outside Billings. The goal is to strengthen access to regular meals, social connection, and related community support. The preferred location and final service model have not yet been determined.

Planning could evaluate local demand, projected participation, accessible facilities, kitchen and meal-service needs, partner roles, operating costs, and potential funding. The resulting feasibility plan would help define a sustainable site and service model and guide any future facility investment.

Lockwood Community Center

The Lockwood Optimist Club is exploring a multi-use community center for youth, seniors, families, and community groups. The concept is preliminary, and organizers hope to identify the activities and services residents need most and determine whether a new or repurposed facility could be sustained over time. A planning study could gather community input, identify project partners and potential sites, assess program, and space needs, and evaluate ownership and operating models. It would outline preliminary construction and ongoing costs, funding possibilities, and a realistic development and implementation plan.

BOCC Decision

Commissioners will identify which one of these three projects Yellowstone County wishes to sponsor for this funding cycle. Before submission, BSED and the selected project partner would confirm the scope, CDBG eligibility, local match commitment, and responsibilities for County grant administration.

BSED Staff Guidance

Currently, City/County Planning is prepared to submit a proposal through the CDBG planning program. I have reached out to Lockwood Community Center and Senior Meal Site advocates to gauge their level of preparedness, and if they have the matching funds secured to apply.

RECOMMENDED ACTION:

Discuss

B.O.C.C Thursday Discussion 3.

Meeting Date: 11/19/2026

Title: Board Recommendations

Submitted By: Erika Guy

TOPIC:

Board Recommendations - Craig Van Nice & Joe Clark to Big Sky EDA

BACKGROUND:

See Attached

RECOMMENDED ACTION:

Discuss

Attachments

Board Recommendation

BIG SKY
ECONOMIC
DEVELOPMENT

November 12, 2026

Board of Commissioners
Yellowstone County

RE: Recommendation of the EDA Nominating Committee and Board of Directors: Big Sky Economic Development Authority Board of Directors Appointments

Dear Commissioners:

The Big Sky Economic Development Authority (EDA) Board of Directors voted November 12, 2026, to confirm the recommendation of the Big Sky Economic Development Nominating Committee for the appointment of two applicants to fill the open positions on the Big Sky Economic Development Authority Board of Directors.

The Nominating Committee evaluated three applications that were submitted, and conducted interviews of all three applicants, and hereby, with the confirmation of the Big Sky Economic Development Authority Board of Directors, makes the following recommendation:

> Recommendation for the appointment of **Craig Van Nice** and **Joe Clark** to each serve a 5-year term on the Big Sky Economic Development Authority Board of Directors, beginning January 2027.

Respectfully submitted on behalf of the Big Sky Economic Development Nominating Committee and EDA Board of Directors,

Kimberly Bailey
Executive Director
Big Sky Economic Development Authority

Yellowstone County Commissioners
RECEIVED
OCT 1 8 2026

BOARD APPLICATION FORM
YELLOWSTONE COUNTY, MONTANA

NAME: Joe Clark HOME PHONE: (406) 860-8170

ADDRESS: 2685 Gabel Rd WORK PHONE: (406) 656-0629

CITY: Billings STATE: MT ZIP: 59102

BUSINESS OR JOB: Langlas & Associates, Inc.

E-MAIL ADDRESS: jclark@langlas.com

BOARD OR COMMISSION APPLIED FOR: EDA Board

Please describe your experience or background that you believe qualifies you for service on this Board or Commission (attach additional sheets if needed):

I am currently the Vice President at Langlas & Associates in our Billings office. I also am a member of the Montana Ambassadors as well as a board member for the Montana Contractors Association. I have worked in the project management role on multliple vertical construction projects throughtout Montana, but mostly in the Bilings area for the past 22 years.

Why do you wish to serve on this Board or Commission?

I believe that with my experinece in the construction industry and active roles with other associations, I could leverage this knowledge and connections to help grow our Billings community.

Additional information that you feel is pertinent (attach additional sheets if needed):

Signature 10/08/2026
Date

Return application to: Board of County Commissioners
P.O. Box 35000
Billings, MT 59107-5000

OFFICE USE ONLY:

APPOINTED: YES____ NO ____ DATE _____

TERM EXPIRATION DATE: _____

(Circle one)

ORIGINAL APPOINTMENT REAPPOINTMENT TERM NO: _____

BOARD APPLICATION FORM
YELLOWSTONE COUNTY, MONTANA

NAME: Craig Van Nice HOME PHONE: 406-696-5198

ADDRESS: 2922 W Macdonald Dr. WORK PHONE: 406-869-3360

CITY: Billings STATE: MT ZIP: 59102

BUSINESS OR JOB: Director of Financial Planning & Analysis - Sanbell

E-MAIL ADDRESS: cvannice@sanbell.com

BOARD OR COMMISSION APPLIED FOR: EDA Board

Please describe your experience or background that you believe qualifies you for service on this Board or Commission (attach additional sheets if needed):

See attached supplemental responses.

Why do you wish to serve on this Board or Commission?

See attached supplemental responses.

Additional information that you feel is pertinent (attach additional sheets if needed):

See attached supplemental responses.

Signature 10-13-26 Date

Return application to: Board of County Commissioners
P.O. Box 35000
Billings, MT 59107-5000

OFFICE USE ONLY:

APPOINTED: YES____ NO____ DATE _____

TERM EXPIRATION DATE: _____

(Circle one)

ORIGINAL APPOINTMENT REAPPOINTMENT TERM NO: _____

RECEIVED
OCT 13 2026
YELLOWSTONE COUNTY
CLERK AND RECORDER

Board Application Supplemental Responses
Applicant: Craig Van Nice
Board/Commission: EDA Board

1. Describe your experience or background that you believe qualifies you for service on the board.

I bring more than 20 years of financial, operational, and strategic leadership experience across both the private and public sectors. Currently, I serve as Director of Financial Planning and Analysis at Sanbell, leading budgeting, forecasting, financial analysis, and long-range planning efforts.

Previously, I served for seven years as Chief Financial Officer, Board Clerk, and Executive Director of Business Services for Billings School District 2, where I was responsible for financial stewardship, operational oversight, capital planning, and supporting board governance. Prior to that, I spent more than ten years in commercial-sector finance and business leadership roles.

This combination of private-sector, public-sector, and board governance experience has given me a broad perspective on strategic planning, resource allocation, organizational growth, and the factors that contribute to a strong local economy. I believe these experiences would allow me to contribute meaningfully to the work of Big Sky Economic Development.

2. Why do you wish to serve on this board or commission?

I wish to serve on the Big Sky Economic Development Board because I believe a strong economy creates opportunities for businesses, workers, and the broader community. During my 13 years in Billings, I have developed a deep appreciation for the growth and potential of our region.

Throughout my career, I have been involved in strategic planning, financial stewardship, and long-term decision-making. I enjoy helping organizations evaluate opportunities, solve complex challenges, and plan for sustainable growth. I would welcome the opportunity to apply those skills in support of Big Sky Economic Development's mission and contribute to the continued success of the Billings area.

Having reviewed the Board's committee structure, I am particularly interested in supporting the Opportunity Fund Committee and EDA/EDC Joint Executive Committee. My background in financial planning, budgeting, investment evaluation, strategic planning,

and governance aligns well with the responsibilities of those committees and allows me to make a meaningful contribution.

3. Additional information

In addition to my professional experience, I bring prior experience supporting board governance through my role as Board Clerk for Billings School District 2. I understand the importance of fiduciary responsibility, strategic oversight, preparation, and collaborative decision-making. I value thoughtful dialogue, diverse perspectives, and building consensus around decisions that serve the long-term interests of organizations and the community. These experiences have also given me an appreciation for the important committee work that supports effective board governance and organizational success.

As Big Sky Economic Development continues to support business growth and regional development, I believe I can contribute both a financial and governance perspective while representing an industry sector the Nominee Committee has identified as important for board representation.

As a representative from Sanbell, I also look forward to continuing our legacy of involvement and commitment with Big Sky Economic Development. Sanbell has always brought our multi-faceted growth and development background experience to the forefront while participating on the Board. Ours is a deep pool of experts that I can call upon when specific needs might arise, and I look forward to building on the work that DJ Clark has been so closely involved with at BSED.