



# Memo

Date: May 2022  
Subject: Craftsman Village Phase 8 Subdivision  
City of Helena Pre-Application Checklist  
To: City of Helena  
From: Greg Wirth

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## 1. Names and addresses of the subdivider and the owner of the property proposed to be subdivided

Mountain View Meadows  
431 South Alice Street  
Helena, MT 59601

## 2. Name of proposed subdivision

Craftsman Village Phase 8

## 3. Location of the property to be subdivided

NE ¼, S35, T10 N, R03 W

## 4. Existing zoning of the property to be subdivided

The property is not currently zoned in the City of Helena.

## 5. Number and size of proposed subdivided lots

Approximately 230 lots are proposed, with lot sizing range from approx. 3300+/- sf to 6600+/- sf.

## 6. Size of the proposed subdivision

32 acres

## **7. Name and contact information for any engineer or surveyor that have been retained**

Greg Wirth, Senior Engineer  
Stahly Engineering & Associates  
406-442-8594  
gwirth@seaeng.com

## **8. Proposed water and wastewater systems**

New water mains will be installed and connected to the existing mains at Adam Run, Travis Avenue, Jeannette Rankin Drive, Alexis Avenue, Stacia Avenue and Alpine View. New sewer mains will be installed at Adam Run, Travis Avenue, Jeannette Rankin Drive, Alexis Avenue, Stacia Avenue and connected to the existing mains at Alpine View.

## **9. Nearest existing water and wastewater mains to the property and type, size, and location of existing wastewater treatment facilities, including septic systems**

Water and sewer mains which are part of the City of Helena's water and wastewater systems are located adjacent to the property. Existing 8-inch water and sewer mains run along Adam Run, Travis Avenue, Jeannette Rankin Drive, Alexis Avenue, Stacia Avenue; an 8-inch water main also runs along Alpine View. An existing 30-inch PVC sewer main is located along Alpine View.

The sewage is conveyed to the airport lift station from where it is further conveyed to and treated at the City of Helena's wastewater treatment plant located on East Custer Avenue. A review of the airport lift station capacity will be conducted.

## **10. Proposed streets**

Adam Run, Alexis Avenue, will each be extended approximately 700 ft to the east. Stacia Avenue will be extended approximately 700 ft to the east and north. Travis Avenue and Jeannette Rankin Drive will each be extended approximately 1,300 ft to the west. A new north-south street approximately 600 ft long will also be constructed.

Adam Run, Travis Avenue, Alexis Avenue, Stacia Avenue, and the new north-south street are proposed as Local Roads with 9 ft travel lanes and 6 ft parking lanes, in accordance with the City of Helena Engineering and Design Standards. Jeannette Rankin Drive is proposed as a Minor Collector, exceeding the City of Helena Engineering and Design Standards, with 11 ft travel lanes and 6 ft parking lanes. Alpine View is proposed to include a 10 ft bike path, 7 ft boulevard, 2 ft curb, and 20 ft wide crushed top surface, all contained within a 40 ft city utility and access easement through Phase 2, with paving and completion as a Minor Collector deferred to Phase 3.

**11. Whether the sub divider intends to apply for a zone change, zoning variance, or subdivision regulation variance**

The property is not currently zoned in the City of Helena and the subdivider will apply for a zone assignment of R-4 (residential).

The subdivider proposes subdivision regulation variances that will (1) allow for block lengths greater than 600 ft to meet the existing built environment and (2) for sidewalk installation to be deferred until the construction of the principal structure on the subdivided property abutting the new right-of-way.

The subdivider also proposes a single preliminary plat application and engineering submittal for the subdivision of the property with construction and final platting occurring in 3 phases.

**12. Description of any physical and environmental site conditions on the property**

The property site is currently being mined for aggregate material with no known significant environmental conditions as a result. Mining and crushing activities will cease with subdivision and subsequent development.

**13. Stormwater drainage system**

Stormwater will be collected on site via curb inlets and piped to an existing retention pond.

**14. Proposed special improvement or maintenance districts**

There are no special improvement or maintenance districts proposed.

**15. Proposed park land dedication**

The subdivider proposes land dedication to fulfill the parkland dedication requirement. The land dedication for this subdivision is proposed to come from previously platted nearby subdivisions and may include the following options

- 1) Sacajawea Open Space
- 2) School Lot
- 3) Alpine View Open Space
- 4) Adjacent Drainage
- 5) Jumping Crane Open Space

**16. Legible drawing of the proposed subdivision showing layout of existing streets in relationship to proposed improvements and topography of the tract, if possible (drawing does not need to be to scale)**

See attached Site Plan.

**17. A general vicinity map showing existing streets and north arrow**

See attached Vicinity Map.

**18. Existing structures on the property**

There are no existing structures on the property.

**19. Existing easements and right-of-ways on the property**

See attached Site Plan.

**20. Existing and proposed covenants or deed restrictions**

There are no known existing covenants or deed restrictions on the property. The subdivider proposes the Covenants, Conditions, and Restrictions for the Craftsman Village at Mountain View Meadows be applied to the subdivider property.

**21. Water rights, including the name of owner(s), amount of water by flow rate or volume, date of priority of the right, purpose of use, place of use, and place and means of diversion**

There are no known water rights on the property. Any and all water rights will be retained by the owner.

**22. Types and locations of agricultural water facilities**

There are no agricultural water facilities on the property.

**23. Proposed Phasing**

Three (3) phases are proposed for anticipated product mix and yearly market demand. For efficiency, it is proposed to design the infrastructure for the complete project with provisions for phasing.

**24. Analysis on how the proposed subdivision complies with the City Growth Policy**

Although many criteria are considered during the subdivision review process the City Growth Policy identifies six primary criteria that a proposed subdivision must be evaluated against. They are impacts on agriculture, agriculture water user facilities, the natural environment, wildlife and wildlife habitat, local services, and public health and safety.

Impacts on agriculture: The proposed subdivision is not on or adjacent to agricultural land and will therefore have no impacts on agriculture.

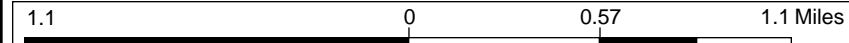
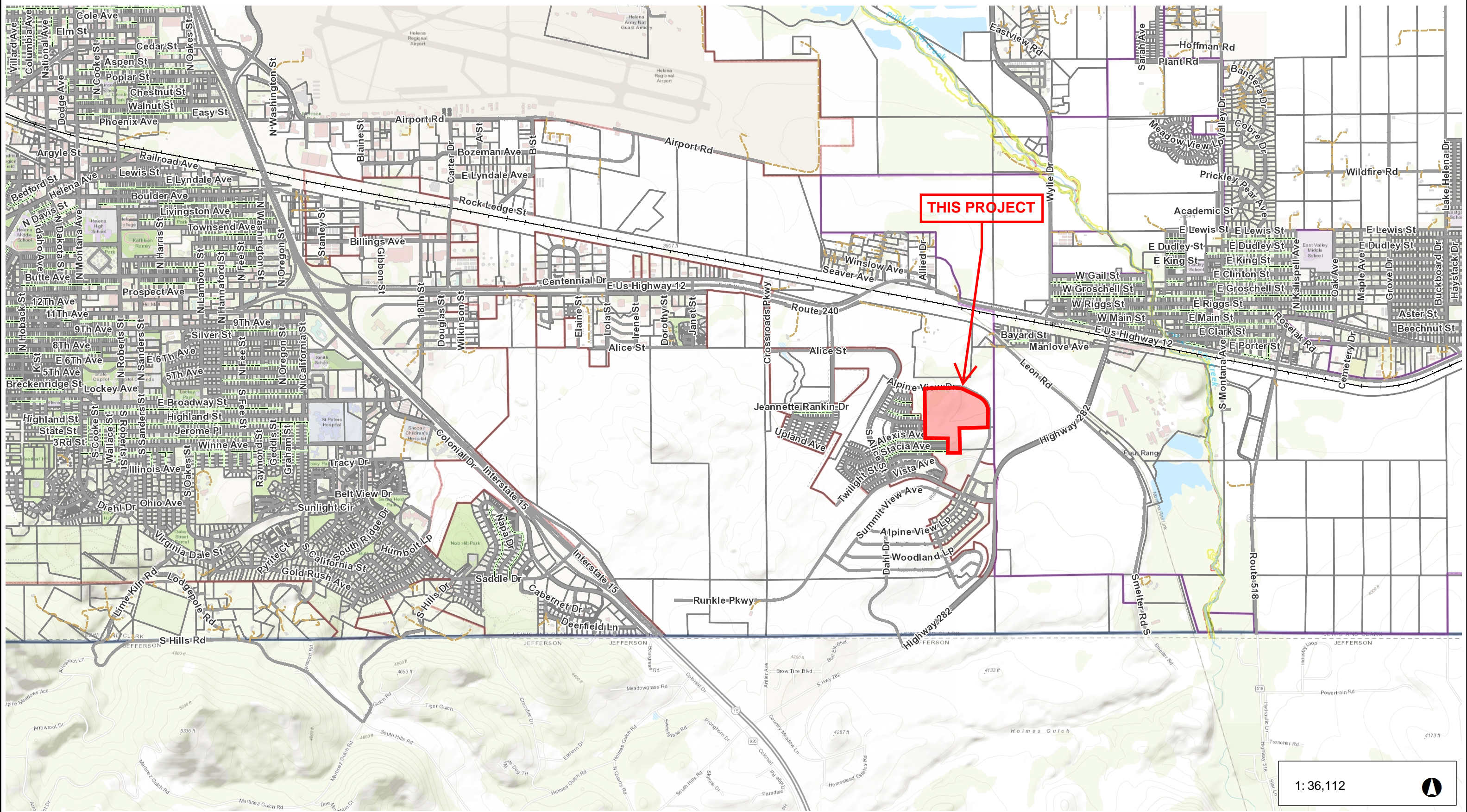
Agricultural water user facilities: There are no agricultural water user facilities on or adjacent to the property. The subdivision will therefore have no impact on agricultural water user facilities.

Natural environment: The proposed subdivision will adhere to the City's design standards regarding streets, storm drainage and wastewater. Streets will be designed to minimize cuts, stormwater will be collected and conveyed to a detention area, and wastewater will be collected and transported to the City's treatment facility. The subdivision will have no impact on surface water, groundwater, flood plains, or objects of historical or cultural significance. Building requirements and property covenants will ensure that new homes and surrounding landscaping are aesthetically pleasing.

Wildlife and wildlife habitat: No wildlife corridors, streams, wetlands, or similar high value habitat are located on or adjacent to the property. The subdivision will have no impact on wildlife habitat.

Local services: The capacity or capability of utilities, both public and private, will not be adversely impacted by the proposed subdivision. New facilities will be accessible for maintenance either in public streets or via property easements as required. New streets will be built to city design standards and impacts on traffic will be minimal.

Public health and safety: The proposed subdivision will be developed in accordance with federal, state, and city codes to facilitate public health and safety. Water, storm drainage, and sewer facilities will be constructed to comply with water quality regulations and best management practices. Solid waste collection will also be provided. Access for emergency services including fire, police, and ambulance will be available.



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CRAFTSMAN VILLAGE PHASE 8

1:36,112



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

89 TH  
 80 Standard SF  
 40 Garden SF  
 8 Front Load SF  


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 217 Total

EXISTING  
 SEWER MAINLINE

PLAT IN 2021/2022

ALPINE VIEW AVENUE

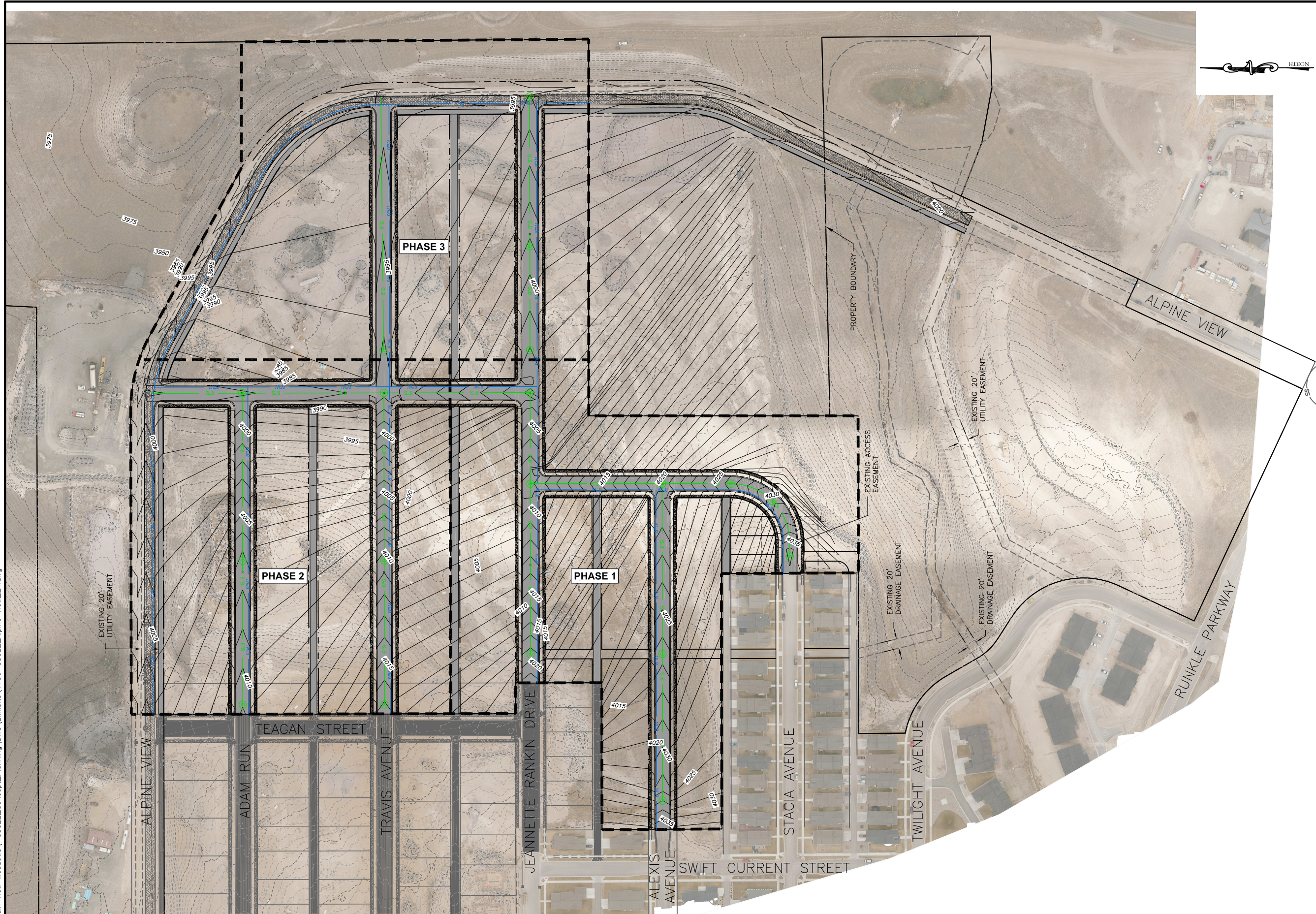
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TRANS

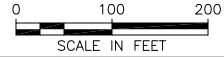
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**OVERALL SITE PLAN**



**CRAFTSMAN VILLAGE PHASE 8  
MOUNTAIN VIEW MEADOWS  
HELENA, MT**

OVERALL SITE PLAN



PROJECT: 1706-05022  
DESIGNED: GDW  
DRAWN: JTF  
CHECKED: GDW  
APPROVED:  
DATE: MAY 2022

NO.	REVISION DESCRIPTION	BY	DATE
1	OVERALL SITE PLAN	JTF	5.25.2022



Mountain View Meadows  
Craftsman Village Phase 8

ID	Task Name	Duration	Start	Finish	2022												2023							
					May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	
1																								
2	<b>Engineering</b>																							
3	Concept Design	30 days	Sun 5/1/22	Thu 6/9/22																				
4	Infrastructure Design	60 days	Thu 6/9/22	Wed 8/31/22																				
5	City Review (1)	20 days	Wed 8/31/22	Tue 9/27/22																				
6	City Review Response (1)	20 days	Tue 9/27/22	Mon 10/24/22																				
7	City Review (2)	20 days	Mon 10/24/22	Fri 11/18/22																				
8	City Review Response (2)	20 days	Fri 11/18/22	Thu 12/15/22																				
9	DEQ Review	60 days	Fri 9/23/22	Thu 12/15/22																				
10	Infrastructure Approval	0 days	Thu 12/15/22	Thu 12/15/22																				
11																								
12	<b>Construction</b>																							
13	Underground Utilities	120 days	Thu 12/15/22	Wed 5/31/23																				
14	Interim Acceptance	0 days	Wed 5/31/23	Wed 5/31/23																				
15	Streets																							
16	Shallow Utilities																							
17																								
18	<b>Preliminary Plat</b>																							
19	Prepare Application	90 days	Sun 5/1/22	Thu 9/1/22																				
20	City Element Review	5 days	Thu 9/1/22	Wed 9/7/22																				
21	Element Review Response	5 days	Wed 9/7/22	Tue 9/13/22																				
22	City Sufficiency Review (1)	15 days	Tue 9/13/22	Mon 10/3/22																				
23	Sufficiency Response (1)	15 days	Mon 10/3/22	Fri 10/21/22																				
24	City Sufficiency Review (2)	15 days	Fri 10/21/22	Thu 11/10/22																				
25	Sufficiency Response (2)	15 days	Thu 11/10/22	Wed 11/30/22																				
26	City Review/Commission	80 days	Wed 11/30/22	Tue 3/21/23																				
27	Preliminary Plat Approval	0 days	Tue 3/21/23	Tue 3/21/23																				
28																								
29	<b>Final Plat</b>																							
30	Prepare Application	30 days	Fri 1/27/23	Thu 3/9/23																				
31	Element/Sufficiency Review	60 days	Thu 3/9/23	Wed 5/31/23																				
32	Interim Acceptance	0 days	Wed 5/31/23	Wed 5/31/23																				
33	City Review/Commission	20 days	Wed 5/31/23	Tue 6/27/23																				
34	Signatures/Recording	7 days	Tue 6/27/23	Wed 7/5/23																				
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