



Christopher J. Brink, AICP
Director

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December 19, 2022

Jeremy Fadness, P.E.
WWC Engineering
1275 Maple Street, Suite F
Helena, Montana 59601

Delivery via email to:
jfadness@wwcengineering.com

RE: Preliminary Plat, Final Sufficiency Review
with Annexation
West Side Woods Phased Major Subdivision

Dear Mr. Fadness;

Per MCA Section 76-3-604, as the subdivider's listed agent, you are being provided notification that the preliminary plat application has been determined to contain all of the required elements and is *sufficient for review*. Your application will now move on to general review. Our sufficiency letter to you dated December 9th, 2022 had in it several comments that were more general in nature rather than sufficiency related. City staff agrees to review material related to these comments in more applicable/later phases of the process/project development.

HCC 12-2-5(E)(5), as well as MCA 76-3-604(2)(c), states...*"A determination that an application contains sufficient information for review does not ensure that the proposed subdivision will be approved or conditionally approved by the City Commission and does not limit the ability of City staff, the parks Board, and the Consolidated Planning Board, or the City Commission to request additional information during the review process."*

Further...*"After the City has notified the subdivider or subdivider's agent that an application contains sufficient information as provided in this section, the governing body shall approve, conditionally approve, or deny..."*"a major subdivision containing fifty (50) or more lots within eighty (80) working days..."

It is anticipated that the schedule of advisory board and City Commission meetings and public hearings will be as follows:

- Parks Board – January 4, 2023
- Consolidated Planning Board – February 21, 2023
- City Commission – March 13, 2023 (combined hearing with the Annexation request)

We look forward to moving this project through the formal review and action processes. Please do not hesitate to reach out to me directly at the number and email listed above. You may also reach out to a member of the planning staff.

Sincerely,

Christopher J. Brink, AICP
Director

CJB/cb

Cc: Derek Davis, Sussex Development
(derek@sussexconstruction)
File

Review and Submittal Timelines:

Original Submittal – 9/16/22
1st Completeness Review Sent – 9/22/22
1st Completeness Response – 9/23/22
Completeness Confirmed – 9/27/22
Sufficiency Review Started – 9/27/22
1st Sufficiency Review – 10/17/22
1st Sufficiency Review Response – 11/17/22
2nd Sufficiency Review – 12/09/22
2nd Sufficiency Response 12/13/22
Final Sufficiency – 12/19/22