

**MINUTES OF THE MEETING
OF THE
DESIGN REVIEW BOARD
July 11, 2011**

CALL TO ORDER

The regular meeting of the Great Falls Design Review Board was called to order by Mr. Jule Stuver at 3:00 p.m. in the Rainbow Conference room of the Civic Center.

ROLL CALL & ATTENDANCE

Design Review Board Members present:

Ms. Jean Price, Chair
Mr. Jule Stuver, Vice Chair
Mr. Bruce Forde
Ms. Mary Klette
Mr. Todd Humble

Design Review Board Members absent:

None

City Staff Members present:

Mr. Michael Haynes, Director, Planning & Community Development
Mr. Charlie Sheets, Development Review Coordinator
Mr. Jim Young, City Engineers Representative
Ms. Patty Cadwell, NHC
Ms. Phyllis Tryon, Administrative Assistant

Others present:

Mr. Devin Hartley, Holiday Village Mall Partners
Mr. Marty Byrnes, CTA
Ms. Erin Madison, Great Falls Tribune

MINUTES

Ms. Price asked if there were any comments on the minutes of the June 13, 2011 meeting. Mr. Stuver moved to approve the minutes as stated. Mr. Humble seconded. All being in favor, the minutes were approved.

OLD BUSINESS

There was no old business.

NEW BUSINESS **Viking Shop Addition** **326 Central Avenue**

Mr. Sheets, Development Review Coordinator for the City, reviewed the City staff report on the proposed addition for an apartment to be built onto the existing commercial structure. The existing site provides for 14 parking stalls that are 9' x 18' with no designated accessible parking spaces or passage loading zones. However, considering that the property is a corner lot and has on-street parking, staff concludes the site is currently legal nonconforming.

There are 12 distinct overgrown shrubs on the property. Of the 12 trees on the property, two mature trees will be removed for the addition.

Staff recommends the Board approve the development plans with four conditions as stated in the staff report, including that the applicant file an amended plat combining the lots with the Clerk and Recorder's Office, and that the applicant replace the two trees being removed with new trees on the property.

There was an open discussion about landscaping details of the project and where the new trees might be appropriately placed.

MOTION: Mr. Stuver moved to conditionally approve the project with the applicant agreeing and fulfilling the following recommendations:

1. The applicant shall have an amended plat combining East ½ Lot 5 and Lots 6 & 7, Block 355, First Addition to Great Falls to be filed of record in the Clerk and Recorder's Office of Cascade County, Montana.
2. The proposed project shall be developed consistent with the conditions in the agenda report, all codes and ordinances of the City of Great Falls, the State of Montana, and all other applicable regulatory agencies.
3. If after the approval of the concept development plan as amended by this board, the owner proposes to expand or modify the conceptual development plans, the Director of the Planning and Community Development Department shall determine in writing if such proposed change would alter the concept for one or more review criteria. If such proposed change would alter the plan, the proposal shall be resubmitted for review as a new application.
4. The applicant shall replace the two trees being removed with new trees on the subject property.

5. The two trees being removed are replaced with two trees along Central Avenue and/or along the boulevard on 14th Street South.
6. Foundation planting be included around the new addition, as well as planting along the parking lot and in front of the multi-unit building.
7. The owner look at reroofing the multi-unit building.
8. The wainscoting and exterior material around the new addition match that on the Viking Shop.
9. The owner trim up the overgrown shrubs on the property.
10. The parking lot be striped.

Second: Ms. Klette

All being in favor, the motion passed.

Big Lots! 1200 10th Avenue South

Mr. Sheets reviewed the City staff report on the proposal to renovate 150'-0' portion of the wall frontage of the existing Holiday Village Mall and renovate 30,000 sq. feet of interior space for a new occupant. Big Lots! is a closeout/discount retailer. Landscaping requirements are triggered by this renovation. The applicant is proposing to place 14 trees along 13th Street South. The applicant is to budget additional funds in 2012 for the tree planting and irrigation system, providing a bond equal to an approved estimate to the City for security of the installation.

There was open discussion regarding details of the project. Mr. Forde noted that the City does not want ash trees used in landscape plantings. He suggested burr oak, hackberries, or lindens. He said the Norway Maple has a checkered track record and would not advise using that species.

MOTION: Ms. Klette moved to conditionally approve the project with the applicant agreeing and fulfilling the following recommendations:

1. The proposed project shall be developed consistent with the conditions in the agenda report, all codes and ordinances of the City of Great Falls, the State of Montana, and all other applicable regulatory agencies.
2. If after the approval of the concept development plan as amended by this board, the owner proposes to expand or modify the conceptual development plans, the Director of the Planning and Community Development Department shall determine in writing if such proposed change would alter the concept for one or more review criteria. If such proposed change would alter the plan, the proposal shall be resubmitted for review as a new application.
3. The applicant shall provide a landscape bond in the amount of an approved estimate for the planting of trees and irrigation for the proposed renovation.

Second: Mr. Forde

All being in favor, the motion passed.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Mr. Sheets stated there will be two applications for a meeting on July 25. Mr. Stuver stated he may not be able to attend.

The meeting was adjourned at 3:57 p.m.