

**MINUTES OF THE MEETING  
OF THE  
DESIGN REVIEW BOARD  
October 8, 2018**

**CALL TO ORDER**

The regular meeting of the Great Falls Design Review Board was called to order by Acting Chair David Grosse at 3:00 p.m. in the Rainbow Room in the Civic Center.

**ROLL CALL & ATTENDANCE**

Design Review Board Members present:

David Grosse  
Kevin Vining  
Shannon Wilson

Design Review Board Members absent:

Dani Grebe, Chair  
Tyson Kraft, Vice Chair

City Staff Members present:

Greg Doyon, City Manager  
Craig Raymond, Director PCD  
Tom Micuda, Deputy Director PCD  
Brad Eatherly, Planner I  
Dave Dobbs, City Engineer

Others present:

Zach Cole, Esterly Schneider & Associates  
Brett Doney, Great Falls Development Authority  
Tim Guillot, Esterly Schneider & Associates  
Jenn Rowell, The Electric  
Jule Stuver, CTA

**MINUTES**

Mr. Vining moved to approve the minutes of the August 13, 2018, meeting of the Design Review Board. Ms. Wilson seconded, and all being in favor, the minutes were approved.

**NEW BUSINESS  
O'Reilly Auto Parts  
3219 10<sup>th</sup> Ave South**

Brad Eatherly, Planner I, said the applicant, O'Reilly Auto Parts, is proposing construction of a new store located where the vacant Prime Cut Restaurant site sits at 3219 10<sup>th</sup> Avenue South.

The development will include a one-story retail building comprising 7,162 square feet, and the applicant desired to keep the existing Prime Cut building's rear yard setback at 0.87 feet instead of the required 13 feet, which was granted by variance from the Board of Adjustment on June 17, 2018. Since that time, NorthWestern Energy expressed concerns with overhead lines coming in conflict with the roof of the proposed building, and the applicant agreed to move the rear setback south to accommodate the utility easement, bringing the rear yard setback to a total of 5.85 feet.

The exterior materials will consist of split-face and accent block, with a neutral color palette including Latte and Softer Tan, and more vibrant accent colors such as Positive Red and Dark Ivy. A trash enclosure located within the development will be screened by a six foot high fence.

The site plan includes two existing curb cuts, and a new sidewalk that leads from the existing 10<sup>th</sup> Avenue South public sidewalk to a crosswalk. The parking layout will consist of 33 parking spaces, two of which will be ADA accessible. The proposed landscaping is in compliance for trees and shrubs planted, and signage will be placed on the exterior façade of the building as well as on a freestanding pole sign. Mr. Eatherly said staff supports this application and recommends approval with the conditions as listed in the staff report.

### **PETITIONER'S PRESENTATION**

Tim Guillot, Esterly Schneider & Associates, said he wanted to ensure everyone was looking at the current colors, and make sure everyone was approving the same thing, which Mr. Eatherly confirmed. He said they are ready to move forward quickly as soon as approval is granted.

Dave Dobbs, City Engineer, asked they turn in their storm drain report to Jesse Patton in the City Engineer's Office. He also advised they will need to get a street opening permit.

### **PUBLIC COMMENT**

Brett Doney, Great Falls Development Authority, expressed his support of the project.

### **BOARD DISCUSSION AND ACTION**

Mr. Vining noted some minor corrections and suggestions to the landscaping plan, and Mr. Guillot said they will get a full update to everyone that may have been missed.

Ms. Wilson expressed her favor of the design of the project.

**MOTION:** That the Design Review Board approve the Design Review Application for the proposed O'Reilly Auto Parts, located at 3219 10th Avenue South as shown in the conceptual development plans contained within this report and provided by the Applicant, subject to the conditions of approval.

- A. The proposed project shall be developed consistent with the conditions in this staff report, all codes and ordinances of the City of Great Falls, the State of Montana, and all other applicable regulatory agencies.
- B. If after the approval of the conceptual development plans as approved 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 findings for one or more review criteria. If such proposed change would alter the findings, the proposal shall be resubmitted for review as a new application.

C. The minor corrections be updated in the landscaping plan.

Made by: Mr. Vining  
Second: Ms. Wilson

VOTE: All being in favor, the motion carried.

**Montana Federal Credit Union  
15 14<sup>th</sup> Street South**

Brad Eatherly, Planner I, said the applicant is proposing construction of an expansion to the Montana Federal Credit Union on a .91 acre parcel, with the project including landscaping and a trash enclosure. Lots 1-6 of Block 354 are currently owned by the First Presbyterian Church and utilized as a parking lot. The Credit Union and the Church have a shared parking agreement for that parking lot, and the Credit Union is proposing to re-pave and reconfigure the parking lot.

The expansion includes a two-story banking building comprising 13,992 square feet on the ground floor with another 6,620 for the second floor, totaling 20,612 square feet. Mr. Eatherly noted the signage proposed is bold and varies from the neutral colors of the existing and proposed buildings, however, staff is ultimately fine with the signage. The expansion will include a gabled roof with asphalt shingles, and the exterior materials will consist of stone and EIFS, with a color palette matching the existing building.

Mr. Eatherly reviewed the site plan, outdoor lighting plan, landscaping plan, and signage. He said the proposed project is in compliance with the requirements of Title 17 of the Official Code of the City of Great Falls. Staff supports the application and recommends approval.

**PETITIONER'S PRESENTATION**

Jule Stuver, CTA, expanded on some of the design elements and provided more detail on the exterior lighting. He also said they are looking at widening the approach from 14<sup>th</sup> and 15<sup>th</sup> into the alley access.

Mr. Dobbs noted the alley approaches on both side are under State jurisdiction, so the applicant will need to work with MDT when looking to widen them.

**PUBLIC COMMENT**

Brett Doney, Great Falls Development Authority, expressed his support of the project.

## **BOARD DISCUSSION AND ACTION**

Ms. Wilson asked why there was no shrubbery proposed around the trash enclosure. Mr. Stuver said as the property develops, they will look into adding landscaping.

There was discussion on boulevard trees and planting replacements as development occurs. Mr. Vining expressed concern about the possibility of the vacant lot not being developed or landscaped. His preference would be to put the boulevard trees in regardless of when development on that lot occurs.

**MOTION:** That the Design Review Board approve the Design Review Application for the proposed Montana Federal Credit Union building addition, located at 15 14th Street South as shown in the conceptual development plans contained within this report and provided by the Applicant, subject to the conditions of approval.

- A. The proposed project shall be developed consistent with the conditions in this staff report, all codes and ordinances of the City of Great Falls, the State of Montana, and all other applicable regulatory agencies.
- B. If after the approval of the conceptual development plans as approved 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 findings for one or more review criteria. If such proposed change would alter the findings, the proposal shall be resubmitted for review as a new application.
- C. The applicant include landscaping around the trash enclosure and install boulevard trees on the vacant lot.

Made by: Ms. Wilson  
Second: Mr. Vining

**VOTE:** All being in favor, the motion carried.

## **COMMUNICATIONS City Manager Proposal**

Greg Doyon, City Manager, explained to the Board that as the City is working through improving the development review process, a proposal to temporarily suspend the Design Review Board (DRB) will be brought to the City Commission. Mr. Doyon said the DRB process adds an additional layer to the entire development review process that, if it can be removed, may alleviate the overburden on Planning and Community Development staff that is already stretched thin. Mr. Doyon encouraged questions and conversation from the Board about the proposal.

Mr. Gross asked if there would be an avenue where the public has the opportunity to express their opinion on developments. Mr. Doyon said many of the projects that go to the DRB first go to the City Commission. This will provide ample opportunity for the public to speak. He explained the feedback he receives from the community is that the City is too onerous with development requirements.

Mr. Vining asked if the time spent creating packets would essentially equal the time it would take to review the project administratively. Mr. Micuda explained that the staff review happens no matter what; what takes time is the physical creation of agenda reports, minutes, packets, etc. Mr. Raymond added that for the developer, scheduling a DRB meeting can sometimes delay the project two to four weeks.

There was more conversation about the Board's concern of how the public would be notified of certain projects that may not go to the City Commission before DRB. It was pointed out that the public does not typically attend the DRB meetings to make public comment.

There was discussion on how freeing up time on DRB analysis, specifically for meetings, would allow staff to focus on more detailed plan review. The six month suspension will give staff time to evaluate further how the DRB truly affects the development review process.

### **PUBLIC COMMENT**

Brett Doney, Great Falls Development Authority, clarified that the Board of Adjustment would be the appeals body if a developer disagreed with staff decisions. He expressed support for the DRB, and also expressed appreciation for City staff's effort to improve the development review process.

### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:23 p.m.