

**MINUTES OF THE MEETING  
OF THE  
GREAT FALLS PLANNING ADVISORY BOARD/ZONING COMMISSION  
December 13, 2016**

**CALL TO ORDER**

The regular meeting of the Great Falls Planning Advisory Board/Zoning Commission was called to order by Vice Chair Scot Davis at 3:00 p.m. in the Commission Chambers of the Civic Center.

**ROLL CALL & ATTENDANCE**

Planning Board Members present:

Scot Davis, Vice Chair  
Peter Fontana  
Anthony Houtz  
Keith Nelson  
Cheryl Patton  
Sophia Sparklin  
Michael Wedekind

Planning Board Members absent:

Nate Weisenburger, Chair  
Mark Striepe

Planning Staff Members present:

Craig Raymond, Director P&CD  
Tom Micuda, Deputy Director P&CD  
Galen Steffens, Planner III  
Erin Borland, Planner I  
Connie Tryon, Sr. Administrative Assistant

Other Staff present:

Joseph Cik, Assistant City Attorney  
Dave Dobbs, City Engineer

Mr. Raymond affirmed a quorum of the Board was present.

**MINUTES**

*\*\*Action Minutes of the Planning Advisory Board/Zoning Commission. Please refer to the audio/video recording of this meeting for additional detail.\*\**

Vice Chair Scot Davis asked if there were any comments or corrections to the minutes of the meeting held on November 22, 2016. Seeing none, the minutes were approved as submitted.

### **BOARD ACTIONS REQUIRING PUBLIC HEARING**

Ms. Steffens entered the staff report for West Ridge Addition, Phases VII-XI, for a rezoning request and subsequent minor subdivision. The subject property is currently zoned R-3 Single-family high density, and the applicant, S&L Development, LLC, is requesting the property be rezoned to PUD Planned Unit Development in order to have the option of building either detached single-family residential dwelling units or 2-unit attached townhomes throughout the subdivision. Ms. Steffens explained use of the PUD zoning district allows for this mix of residential uses to be established within close proximity to one another. The Development Standards as well as the Findings of Fact were reviewed as listed in the staff report.

Concurrent to the rezoning request, the applicant is also requesting a subsequent minor subdivision, boundary line adjustment and amended plat of the existing 12 lots in Phase VII to create 16 lots along the north and south side of 41<sup>st</sup> Avenue Northeast. The final plat of West Ridge Addition, Phase VII, is currently 38 lots with a density of 3.05 dwelling units per acre (du/ac). The proposed amended plat would increase the density to 42 lots and 3.37 du/ac.

Ms. Steffens reviewed the calculation of estimated change in trips generated by a change from single-family units to townhouse units, in order to show how the change may impact the traffic in the vicinity. Per the ITE Trip Generation Manual, weekday average daily trip ends per unit for single family is 9.52, while a townhouse is 5.81. With the mixture of single-family and townhome units anticipated, the actual change in traffic will likely be negligible; however, it is impossible to determine those numbers exactly until the development has been completed.

Ms. Steffens reviewed roadway, utility, and storm water management improvements, and said staff does recommend approval for the rezone request and subsequent minor subdivision with the conditions of approval as listed in the staff report.

### **PUBLIC QUESTION AND ANSWER SESSION**

Ms. Sparklin asked if they had considered modifying the front setback to allow for flexibility for interior spaces or front porches. Ms. Steffens said the applicant wanted to stay with the 20 foot setback.

There was discussion with the Board and clarification on the number of proposed lots in order to understand the calculation of the traffic impact Ms. Steffens presented in the staff report.

### **PETITIONER'S PRESENTATION**

Leanne Bailly, S&L Development, said there is a great need for the option of these townhouses mixed with single-family dwellings, and this phase of the development will stay consistent with the entire development.

## **PUBLIC COMMENT**

Connie Mackay, 121 40<sup>th</sup> Avenue NE, said she is a resident of the neighborhood, and expressed her opposition to the townhomes being built adjacent to her single-family property.

## **BOARD DISCUSSION AND ACTION**

There was discussion on the expansion and connectivity of the roadways, and the long range process of transportation studies and identifying funding sources for adding major arterials.

Ms. Sparklin commented on the front setback regarding the garage sitting right on the street, and encouraged the developer to consider moving some other living spaces to the front to enhance character of the neighborhoods in future developments. City staff acknowledged that the consideration will be proposed in future PUD townhome discussion.

**MOTION:** That the Zoning Commission recommend the City Commission approve the rezoning request from R-3 Single-family high density to PUD Planned Unit Development for the subject property as legally described in the staff report, and the accompanying Findings of Fact, subject to the Conditions of Approval being fulfilled by the applicant.

Made by: Mr. Fontana  
Second: Ms. Patton

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

**MOTION:** That the Planning Advisory Board recommend the City Commission approve the subsequent minor subdivision, boundary line adjustment and preliminary amended plat of West Ridge Addition Phase VII, legally described in the staff report, and the accompanying Findings of Fact, subject to the Zoning Commission adopting Motion I, and subject to the Conditions of Approval being fulfilled by the applicant.

Made by: Ms. Patton  
Second: Mr. Houtz

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

## **COMMUNICATIONS**

### Next Meeting Agenda – Tuesday, December 27, 2016

- None

### Project Status:

- None

### Petitions & Applications Received:

- Church of Christ- Annexation, Subdivision, Zoning, & CUP
- Gore Hill Water Tower- Annexation, Zoning, CUP

### **PUBLIC COMMENT**

Gary Knudson, 220 30<sup>th</sup> Avenue NE, said it has been three years developing West Ridge and Thaniel Additions, and in working with City staff, they have developed a master plan on developing the roadways and improving connectivity.

Mr. Raymond said this is Ms. Patton's last meeting on the Board, as she is terming out, and thanked her for her extensive service not only on the Board, but in serving the City for so many years.

### **ADJOURNMENT**

There being no further business, Vice Chair Scot Davis adjourned the meeting at 4:03 p.m.

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CHAIRMAN

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SECRETARY