

**MINUTES OF THE MEETING
OF THE
DESIGN REVIEW BOARD
July 23, 2012**

CALL TO ORDER

The regular meeting of the Great Falls Design Review Board was called to order by Ms. Jean Price 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. Todd Humble
Mr. Jule Stuver
Mr. Bruce Forde

Design Review Board Members absent:

Ms. Mary Klette

City Staff Members present:

Mr. Michael Haynes, AICP, Director P&CD
Mr. Charlie Sheets, Development Review Coordinator
Ms. Jana Cooper, Planner II
Mr. Dave Dobbs, City Engineer
Mr. Todd Seymanski, City Forester
Ms. Patty Cadwell, Neighborhood Councils Coordinator

Others present:

Mr. Randy Bogden
Mr. Michael Steffes, Central Montana Builders
Mr. Del Trost, Hessler Architects
Mr. Troy Lindquist, CML Properties
Mr. Greg Corn, CML Properties
Mr. Matt Morgan, Morgan Construction
Mr. Matt Martin, CML Properties

MINUTES

Ms. Price asked if there were any comments on the minutes of the July 9, 2012 meeting. Mr. Stuver moved to approve the minutes as stated. Mr. Humble seconded, and all being in favor, the minutes were approved.

OLD BUSINESS

There was no old business.

NEW BUSINESS
Farm Bureau Financial Services
201 Smelter Avenue Northwest

Mr. Charlie Sheets, Development Review Coordinator, reviewed the staff report on the application by RTDB Enterprise, LLC, for the renovation of the commercial building at 201 Smelter Avenue Northwest for use as an insurance office. Mr. Sheets stated he was entering the staff report into the record. The existing legal non-conforming commercial building in a predominantly residential neighborhood had been used previously for an upholstery business and as a warehouse. The area is zoned R-2 Single-family medium density residential district. The proposed renovation includes an interior and exterior remodel, parking lot improvements, and removal of old landscaping and installation of new landscaping. Proposed new landscaping provides street appeal and increased landscaping coverage. Mr. Sheets said the applicant has been working with the City Engineer's office, as well as the Planning office, in developing the proposed renovation.

Mr. Del Trost, with Hessler Architects, presented information on behalf of the applicant. He stated the site of the proposed renovation is without street curb and gutter. Mr. Trost said that adding curb and gutter in those areas did not work with the parking requirement but that the applicant has worked with the City Engineer to design the parking area. A six-foot cedar fence is proposed along a neighboring residential lot. Ms. Price asked if there would be sidewalk along Smelter Avenue, and Mr. Trost said there would not be. Mr. Humble asked if there was enough room for the handicap ramp with the direction of the door swing, and Mr. Trost clarified that in order to have the vestibule area adequate for handicap access, the door has to swing in that direction.

Mr. Forde made some planting suggestions, including replacing a Maple tree with a larger tree, and the addition of a small tree on the west corner of the building. Mr. Stuver suggested a cleaner termination of the sidewalk on the west side of the proposed building by extending the planter to the end of the sidewalk.

MOTION: That the Design Review Board (approve/approve with conditions) the Design Review Application of R.T.D.B. Enterprises, L.L.C., Farm Bureau Financial Services, addressed as 201 Smelter Avenue Northwest, as shown in the conceptual development plans contained within this report and provided by the Owners' Agent, subject to the follows conditions:

1. 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.
2. If after the approval of the concept development plan as amended by this Board, the owner pro-poses 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. Obtain roll-out garbage service for the sanitation service.
4. Replace the Maple tree on one corner with a larger tree, and add a small tree on the west corner of the building.

5. Extend the planter to the end of the sidewalk.

Made by: Mr. Humble

Seconded: Mr. Stuver

VOTE: All being in favor, the motion passed.

Mr. Sheets explained the next procedural steps.

Missouri Bay Crossing 720 River Drive South

Mr. Sheets reviewed the staff report for the application for construction of a new professional office building at 720 River Drive South. The proposed new building, Missouri Bay Crossing, will be a two-story structure at Broadwater Bay Business Park Addition. The property is zoned M-2 Mixed used transitional district. Prospective tenants are a CPA firm and a dental practice. The proposed site plan shows a portion of the property along the west boundary as sod but this area will be developed for additional parking in the future. Mr. Sheets stated that the building service equipment will be located on the south elevation. He said there is some landscaping planned along that area, but the landscaping may need modification with the introduction of the service equipment. Mr. Sheets said the applicant is proposing to contract with private sanitation disposal and a roll-out container. However, future tenants may need additional sanitation capacity and a dumpster location, and Mr. Sheets stated the final site design submitted to the City should include this feature.

Mr. Morgan presented information on the proposed project on behalf of the applicant. He stated that, contingent on pricing, the applicant may change the proposed arched top windows to conventional straight tops. There was discussion about which elevation might have the arched window design. Mr. Stuver suggested a more contrasting color on the building band. He also suggested sloping the band so that it does not become a pigeon roost. There was discussion at length about using color for contrast on various aspects of the proposed building, location and screening of condenser units, and possible dumpster location. Mr. Dobbs suggested the applicant work with City Sanitation on a plan for the dumpster. Following discussion about downspouts and storm drains, Mr. Dobbs suggested the applicant work with City Engineering on a storm drainage plan.

Ms. Price summarized the Board's recommendations, and discussion followed about sidewalks in the area and how best to accommodate pedestrian traffic.

Public Comment

There was no public comment.

Board Discussion and Action

MOTION: That the Design Review Board approve the Design Review Application of Missouri Bay Crossing, CML Properties, addressed as 720 River Drive South, as shown in the conceptual development plans contained in the staff report and provided by the Owners' Agent, subject to the following conditions:

1. The proposed project shall be developed consistent with the conditions in the staff 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. Using a contrasting color on the building belly band, carrying that contrasting color into the column details and pilasters, and sloping the top of the band to discourage pigeons from roosting.
4. Keeping the shorter ends of the building consistent in window design.
5. Work with City Sanitation on dumpster locations for immediate use and in planning for the future and work with City Engineering on storm drainage.
6. Camouflaging mechanical units with vinyl fencing and incorporate downspouts into wall framing.
7. Add a pedestrian sidewalk and crosswalk from River Drive South to the new building.

Made by: Mr. Humble
Second: Mr. Stuver

VOTE: All being in favor, the motion passed.

Mr. Sheets explained the next procedural steps for the applicant.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The next regularly scheduled meeting of the Design Review Board is August 13, 2012. Mr. Sheets stated there are two applications currently on hand for that meeting. Ms. Klette will probably not be available for that meeting. The meeting was adjourned at 4:20 p.m.