

**MINUTES OF THE MEETING  
OF THE  
DESIGN REVIEW BOARD  
September 10, 2012**

**CALL TO ORDER**

The regular meeting of the Great Falls Design Review Board was called to order by Ms. Jean Price at 3:03 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  
Ms. Mary Klette

Design Review Board Members absent:

Mr. Bruce Forde

City Staff Members present:

Ms. Jana Cooper, Planner II  
Ms. Wendy Thomas, Deputy Director P&CD  
Ms. Patty Cadwell, Neighborhood Councils Coordinator

Others present:

Mr. Dwight Engel, Harvest Springs Community Church  
Mr. Ken Cox, Harvest Springs Community Church  
Mr. Johnathon Kenneway, Neighborhood Council 3

**MINUTES**

Ms. Price asked if there were any comments on the minutes of the August 13, 2012 meeting. Mr. Humble moved to approve the minutes as stated. Mr. Stuver seconded, and all being in favor, the minutes were approved.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**  
**DRB2012-18 1001 36<sup>th</sup> Ave NE**  
**Harvest Springs Community Church**

Ms. Wendy Thomas, Deputy Director of Planning & Community Development, reviewed the staff report on the application for an interior/exterior renovation of Harvest Springs Community Church located on a parcel at the northeast corner of 36<sup>th</sup> Avenue Northeast and 9<sup>th</sup> Street Northeast. The church is proposing to add a small vestibule and also remodel the west section of the building. The building is just under the 20,000 square foot threshold which requires upgrading existing landscaping, and a portion of existing landscaping will be removed for the vestibule addition, some of which will be replaced in the future with a hardscape area of picnic benches. Ms. Thomas said she has had discussions with the builder, and the church understands that existing landscaping could use improvement. They will give consideration to adding some planters around entrances and outside the new vestibule area.

The proposed interior renovation involves opening up the interior for more flexible use, as well as improving energy efficiency. Ms. Thomas said the church meets the intention of the Land Development Code in proposing 30 percent of the building façade in windows. Window and window sill colors have not yet been chosen, but they are considering a light gray color for sills. Staff recommends using clear or lightly tinted glass. Ms. Thomas said staff is looking for some intermediate landscaping work as the project moves forward. Due to the difference between the proposed exterior renovations and the existing brick sanctuary, Ms. Thomas said staff suggests painting some portion of the existing exterior, even if it just the blue metal siding, a color that is consistent with the new addition.

Ms. Thomas stated that the staff report was available for Neighborhood Council 3 review. Mr. Kenneway, Neighborhood Council 3 representative, said that community members had questions about parking. They were concerned about whether the facility was going to be larger and whether there should be additional parking. Ms. Thomas explained that parking changes are triggered by altering a church sanctuary, which is not the case for this application. However, there will need to be changes with future construction phases. Outside wall lighting will be added where one door is being relocated. The church is sensitive to parking lot lighting due to concerns for residents in the area. Ms. Cadwell asked if there are future plans for expansion, and Ms. Thomas said there are, and that the church owns plenty of property to expand parking in the future.

Mr. Engel, Harvest Springs Community Church, explained that due to funding, the total project will be done in phases. It was clarified that the first phase is the addition of the vestibule, the second will be another addition, and a third phase would be a new sanctuary. Ms. Thomas encouraged the addition of the trellis over the windows as shown on the building plans. There was discussion about the position of outer doors, roof drainage from the new vestibule, and other building plan details. Mr. Stuver recommended tint on the windows to help provide relief from the sun.

**MOTION:** That the Design Review Board approve the Design Review Application for the renovation of Harvest Springs Community Church located at 1001 36<sup>th</sup> Ave NE, as shown in the conceptual development plans contained within this report and provided by the Applicant, 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 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 DRB recommends the applicant paint the existing structure to match the renovated portion of the structure.
4. The DRB recommends the applicant install planters and/or pots near the new entry of the building to enhance the on-site landscaping and provide seasonal color and interest to the building.
5. The DRB recommends the applicant use lightly tinted glass.
6. The DRB recommends installation of window trellis as soon as feasible.

Made by: Ms. Klette  
Seconded: Mr. Stuver

VOTE: Mr. Humble recused himself from the vote. All others being in favor, the motion passed.

### **PUBLIC COMMENT**

There was no public comment.

### **ADJOURNMENT**

Mr. Humble moved to adjourn the meeting, and Mr. Stuver seconded. The meeting was adjourned at 3:31 p.m.