

**MINUTES OF THE MEETING  
OF THE  
DESIGN REVIEW BOARD  
June 10, 2013**

**CALL TO ORDER**

The regular meeting of the Great Falls Design Review Board was called to order by Mr. Jule Stuver at 3:02 p.m. in the Rainbow Room of the Civic Center.

**ROLL CALL & ATTENDANCE**

Design Review Board Members present:

Mr. Jule Stuver, Chair  
Mr. Bruce Forde  
Mr. David Grosse  
Mr. Todd Humble  
Ms. Mary Klette, Vice Chair

Design Review Board Members absent:

None

City Staff Members present:

Ms. Jana Cooper, Planner II  
Mr. Dave Dobbs, City Engineer

Others present:

Mr. Mark Harant, Harant Heating & Cooling  
Mr. Preston Burrow, Harant Heating & Cooling  
Mr. Jim Workman, Jim Workman Construction

**MINUTES**

Mr. Stuver asked if there were any comments on the minutes of the May 13, 2013 meeting. Mr. Humble moved to approve the minutes as stated. Mr. Forde seconded, and all being in favor, the minutes were approved.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

**DRB2013-9, U-Stor-It Mini-Storage  
4727 2<sup>nd</sup> Avenue North**

Ms. Cooper reviewed the staff report for the application from Jim Workman for a new mini-storage facility located at 4727 2<sup>nd</sup> Avenue North. Ms. Cooper entered the staff report into the record. The subject property was the former site of a mobile home park which had long-standing

violations with the City and was considered urban blight. It was purchased by the applicant in 2010 and the mobile homes were removed. In April 2013, City Commission approved rezoning the property from C-2 General Commercial to M-2 Mixed-Use transitional with a Conditional Use Permit for a mini-storage facility. There is an existing U-Stor-It facility located in the county east of the subject property, which is also owned by the applicant. The applicant intends to expand the business onto the subject property. The proposed facility will be consistent in design and function as the existing facility, and the management office for the new facility will be located on the adjacent existing facility.

Ms. Cooper reviewed details of the proposed project and reviewed staff recommendations for landscaping. Due to the size, nature and use of the property, staff recommends the applicant apply for a Design Waiver for the landscape requirements of the Land Development Code (LDC) and provide landscaping per recommendations listed in the staff report. Additionally, the applicant has requested to not vinyl coat the proposed chain link fence, which is required per the Special Standards of the LDC. The request was made due to the extra expense of the vinyl coating; the applicant noted that the existing fencing on their facility in the county does not have vinyl coating.

Ms. Cooper concluded her review of the staff report and offered to answer any questions from the Board.

### **PETITIONER'S PRESENTATION and BOARD DISCUSSION**

Mr. Workman provided some details of the proposed project, which is accessed off of 2<sup>nd</sup> Avenue North. There was discussion about details of the landscaping plan. Mr. Forde suggested keeping shrubs out of grassy areas because of the high maintenance required, and instead placing them in an enclosed mulched or rock bed. Discussion followed about the detention pond on the north end of the property, and what kind of landscaping will be included there. Details of the detention pond and storm drainage are still being worked out. Mr. Forde asked about the applicant submitting a new landscape plan, and Ms. Cooper said they would submit a new plan subject to staff review. She said if the Design Review Board (DRB) wants to see that plan, she can provide it to the Board. She said the Certificate of Occupancy is not issued until the applicant meets all requirements. Mr. Humble inquired about City Code requirements for foundation plantings. There was lengthy discussion about what type of plantings would work best and how many would be needed. Mr. Forde requested the applicant submit a new landscape plan for Board review.

Ms. Klette asked about vinyl coating requirements for fencing, and Ms. Cooper explained that the requirement is part of Special Standards of the City Code requirements, which staff requests the DRB review. It was agreed that it made sense to not have to use vinyl coated fencing for this proposed project.

Mr. Stuver reviewed DRB suggestions for this application as follows:

1. Provide screening plantings along the residential boundaries of the project;
2. For the planting bed along the 2<sup>nd</sup> Avenue North side, vary plantings from a typical width of 5 feet to 3 feet for perennials, 6-7 feet for shrubs such as lilacs, and boulevard trees at 1 per every 35 feet.
3. Submit a new landscape plan for Board review.

## **PUBLIC COMMENT**

There was no public comment.

## **BOARD ACTION**

**MOTION:** That the Design Review Board approve the Design Review Application for the proposed U-Stor-It Mini-Storage Facility, as shown in the conceptual development plans contained within the staff report and provided by the applicant, subject to the Design Review Board's additional conditions as noted and the conditions listed in the staff report. In addition, the fencing does not need to be vinyl coated.

### Conditions of Approval:

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. Outdoor Lighting. Any outdoor lighting shall meet City Standards.
4. Landscaping: Provide the required landscaping per the Land Development Code or apply for a Design Waiver for the landscape requirements of the LDC and meet the intent of the code by providing the following:
  - Provide 1 tree per 35 linear feet in the boulevard/planting area adjacent to 2nd Avenue North (10 trees) plus 1 tree at western end of southerly row of mini-storage units.
  - Provide 7 shrubs per 35 linear feet in the boulevard/planting area adjacent to 2nd Avenue North (66 shrubs) OR 7 shrubs per 400 sq ft of planting area in the bed shown on the proposed site plan (staff to verify number  $\pm$ 60 shrubs). Shrubs shall be located in a planting area with mulch, not in turf, with a minimum bed width of 5 feet for shrubs, 3 feet for perennials.
  - Provide a hedge of lilac/caragana or similar plantings (must grow minimum 6-10 ft. tall) spaced 10 feet on center adjacent to a residential use or zoning district at north-northwest portion of site (38 shrubs) adjacent to the residential areas.
  - Provide tree plantings along the east and southern boundaries of the retention pond and along the western property line adjacent to the residential district at 1 per 35 linear feet (11 trees).
  - Provide an updated landscape plan for the Design Review Board to review prior to installation.

5. The Board recommends the detention area be planted with turf/native grasses or other treatment and be maintained to prevent the growth of weeds.
6. Signage: All signage shall be subject to review by the Planning and Community Development Department.

Made by: Ms. Klette  
Second: Mr. Humble

VOTE: All being in favor, the motion passed.

**DRB2013-10, Pretty Girls  
1015 24<sup>th</sup> Street South**

Ms. Cooper reviewed the staff report for the application from CDJ Real Property, LLC, for the construction of a new retail store, Pretty Girls, located at 1015 24<sup>th</sup> Street South. Ms. Cooper entered the staff report into the record. There was an existing building for this business on the site which caught fire in 2012 and was eventually demolished. The new 7,200 square foot Pretty Girls store will house retail operations. Sexually-oriented businesses are not permitted in the C-2 General commercial zoning district; however, because the business was established prior to the current Land Development Code (LDC), the use is considered a legal nonconforming use. Per the LDC, a nonconforming residential use may be continued as long as it remains otherwise lawful, subject to provision of the LDC.

Ms. Cooper reviewed the details of the proposed building materials as listed in the staff report. She said staff has made recommendations on the orientation of the primary entrance, design, windows and building elevations. Thirty parking stalls are proposed, with two being ADA accessible. The required number is 28 total parking stalls. Ms. Cooper concluded her review of the staff report.

**PETITIONER'S PRESENTATION and BOARD DISCUSSION**

Jim Workman said he is working with the owner to keep in conformance with City Code. He reviewed the proposed building design, materials and color scheme for the Board. Mr. Stuver recommended that window trim match the door frames for continuity, and that the gutters be the same color as the fascia. There was continued discussion about the color scheme, the use of vertical and horizontal metal siding, drip edges and wainscoting, and making adjustments to add visual interest to the building. Mr. Stuver suggested enhancing the entrance. Discussion followed about eliminating two parking spaces and accommodating an enhanced entrance using an awning or a dormer. Mr. Stuver said the vestibule needs to be a minimum of 7 feet.

Mr. Dobbs said it looks like the sign is being removed from the site, as the building is going to extend to that point. Ms. Cooper said staff will review all signage. Mr. Dobbs said there would be new sidewalks required that must meet ADA standards. If the new driveway is not located in the same location as the old driveway, curb will be required to be restored. The applicant will be allowed one water service and must abandon any additional service lines. Public Works will require a drainage plan.

Ms. Klette suggested lowering the 4-foot wainscoting to 3 feet and using the extra brick at the corners of the façade in order to break up the space without incurring extra cost.

The Board reviewed the landscape plan for the site, and recommended an additional boulevard tree along 11<sup>th</sup> Avenue South. There was also discussion about drainage.

### **BOARD ACTION**

**MOTION:** That the Design Review Board approve the Design Review Application of Pretty Girls, as shown in the conceptual development plans contained within the staff report and provided by the Applicant, subject to the following 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 Board encourages the applicant to provide an enhanced entrance by adding a covered entryway with columns accentuated with the brick veneer used on the other portions of the building.
4. The Board encourages the applicant to consider design features that would include divisions into distinct planes of 500 square feet or less to create visual interest to the building. The Board suggests lowering the 4-foot wainscoting to a 3-foot and using the extra brick at the corners of the façade. The Board also recommended the applicant consider the color scheme and the use of vertical and horizontal metal siding to add variety to the building.
5. Outdoor lighting. The applicant has not provided an outdoor lighting plan. If outdoor lighting is provided, it shall meet City standards.
6. Landscaping. The Board recommends the applicant provide one additional boulevard tree along 11<sup>th</sup> Avenue South adjacent to the proposed building.
7. Signage. All signage shall be subject to review by the Planning and Community Development Department.
8. The Board recommends the applicant file an amended plat to consolidate the nine lots into one lot in order to meet relevant building setback requirements.
9. Public Works will require a drainage plan for the proposed project.

10. The applicant will only be allowed one water service and must abandon any additional service lines.
11. New sidewalks will be required and must meet ADA Standards.
12. If the existing driveway curb cuts are not located in the same location as the proposed driveway curb cuts, the applicant shall be required to restore the old driveway with standard curb and gutter.

Made by: Mr. Humble  
Seconded: Ms. Klette

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

**DRB2013-11, Taco Bell & Embark Federal Credit Union  
1901 & 1915 10th Avenue South**

Ms. Cooper reviewed the staff report for the application from Taco Bell, CLC Restaurants, to be located at 1901 10<sup>th</sup> Avenue South, and Embark Federal Credit Union (EFCU), to be located at 1915 10<sup>th</sup> Avenue South. Ms. Cooper entered the staff report into the record. Two structures were built on the subject properties in the 1950s, which have been used for a number of businesses. The existing structure on 1901 10<sup>th</sup> Avenue South will be demolished to accommodate the proposed Taco Bell restaurant, and the former structure on 1915 10<sup>th</sup> Avenue South was demolished in 2012.

Ms. Cooper reviewed the details of the proposed project and building materials as presented in the staff report. Two driveways access the property, one each off of 10<sup>th</sup> Avenue South and 19<sup>th</sup> Street South. Since the staff report was written, it has been proposed that there will be a dumpster located on the Taco Bell property and an enclosure will be provided. There are 22 proposed parking spaces, which meets the intent of the Land Development Code. The primary entrance for Taco Bell is located on the south elevation of the building. The proposed building for EFCU includes a drive-through wrapping around the building; the entrance is located off the east façade and is accentuated with an oversized clock tower. Staff has made recommendations for this proposed project, which are outlined in the staff report. Ms. Cooper noted there had been a question on the setback, which has been resolved.

**PETITIONER'S PRESENTATION and BOARD DISCUSSION**

Mr. Byrnes talked about the grading issues of the subject properties, and said that due to concerns with icy conditions in winter, changes have been made in the proposed access plan to both locations. He reviewed the new access plan for each proposed building. He explained the location and screening of the dumpster for Taco Bell and said that due to grading issues, the dumpster plan had changed since the staff report was written.

Mr. Byrnes said that it normally takes about 85 days for Taco Bell to build a store, but this project may take longer due to site issues. He said there will be a monument sign for Taco Bell located in the front of the building.

The clock tower for EFCU is a corporate identity but will also house mechanical units. A smaller clock on the east side will signify a sense of entry where parking is located. He described traffic flow for the Board for both businesses. There was discussion about the retaining wall, its relation to grading on the site, and potential materials to be used. Mr. Byrnes explained the plans for the mechanicals for the two structures.

Mr. Dobbs said the sidewalks are in good shape. He said if the existing driveway curb cuts are not located in the same location as the proposed driveway curb cuts, the applicant shall be required to restore the old driveway with standard curb and gutter. He said the applicant will need to work with Public Works on the storm drainage plan, and that the applicant has done a good job working on resolving elevation issues.

Mr. Forde said that Quaking Aspen are short-lived and require high maintenance due to suckers. He suggested they not be planted in a straight line on the EFCU site. He said aspens are not a formal tree and suggested adding one more tree on the Taco Bell site. He suggested using a type of tree other than quaking aspen at least in part.

Mr. Stuver inquired about site lighting and whether it would affect the residential area on the other side of the alley. Mr. Byrnes said there will be some building and site lighting, but lighting plans have not been firmed up.

## **BOARD ACTION**

**MOTION:** That the Design Review Board approve the Design Review Application of Taco Bell and Embark Federal Credit Union, as shown in the conceptual development plans contained within this report and provided by the Applicant, subject to the following 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 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 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. Outdoor Lighting. The applicant has not provided an outdoor lighting plan. If outdoor lighting is provided, it shall meet City Standards.
4. Signage. All signage shall be subject to review by the Planning and Community Development Department.
5. Landscaping. The applicant provided a new landscape plan and design for the buildings at the Design Review Board meeting. The Board recommends that Staff review the plan for consistency with City Code and have the applicant apply for a Design Waiver, per Title 17.16.20.010, if necessary. Additionally, the Board recommends looking at a species other than Quaking Aspen on the Taco Bell site.

6. Amended plat of the property shall be filed prior to building permits being issued to consolidate the five lots into two lots in order to meet relevant building setback requirements.
7. Public Works will require a drainage plan for the proposed project.
8. If the existing driveway curb cuts are not located in the same location as the proposed driveway curb cuts, the applicant shall be required to restore the old driveway with standard curb and gutter.
9. The Board suggests the applicant consider the appearance of the concrete retaining wall and perhaps use some color or form liner on the wall.

Made by: Mr. Humble  
Seconded: Mr. Forde

VOTE: All being in favor, the motion passed.

### **PUBLIC COMMENT**

There was no public comment.

### **ADJOURNMENT**

The meeting was adjourned at 4:49 p.m.