

**MINUTES OF THE MEETING  
OF THE  
DESIGN REVIEW BOARD  
November 12, 2013**

**CALL TO ORDER**

The regular meeting of the Great Falls Design Review Board was called to order by Chair Jule Stuver at 1:59 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  
Ms. Mary Klette, Vice Chair

Design Review Board Members absent:

Mr. Todd Humble

City Staff Members present:

Mr. Craig Raymond, CBO, Director P&CD  
Mr. Lee Nellis, FAICP, Deputy Director P&CD  
Mr. Gregg Benson, Planner  
Mr. Charlie Sheets, CFM, Development Review Coordinator  
Mr. Dave Dobbs, City Engineer

Others present:

Mr. Allan Frankl, Dick Anderson Construction  
Mr. Travis Neil, Dick Anderson Construction  
Mr. Matt Beattie, LPW Architects  
Mr. Steve L'Heureux, LPW Architects

**MINUTES**

Mr. Stuver asked if there were any comments on the minutes of the October 28, 2013 meeting. Mr. Grosse moved to approve the minutes as stated. Ms. Klette seconded, and all being in favor, the minutes were approved.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**  
**DRB2013-16, Professional Office Building**  
**1012 1<sup>st</sup> Avenue North**

Mr. Sheets reviewed the staff report for a new professional office building on the easterly portion of the property located on the southeast corner of 1<sup>st</sup> Avenue North and 10<sup>th</sup> Street North. The subject property is the former location of National Laundry, and is about 30,000 square feet and is zoned C-5 Central business periphery. The applicant intends to aggregate the four existing lots into one lot. A 3,805 square foot professional office building will be located in the southeast portion of the lot with public parking along 1<sup>st</sup> Avenue North. Mr. Sheets said the proposed building is being placed back from the front property line, and the architects will address that in this meeting.

The entrance will be off 1<sup>st</sup> Avenue North. Service equipment and the trash enclosure will be placed along the alley. Lighting is proposed in the building canopy for the front entry, as well as illumination on the side of the building along the sidewalks. Section 17.44.1.030 of City Code addresses tree protection and replacement, and the developer's representative has agreed to update the submitted site plan, moving the driveway off 10<sup>th</sup> Street North further south, which will allow for two established trees to remain and provide safer access to the site. The existing boulevard tree at the far eastern end of the site will remain, as well. At this point, a small monument sign is proposed on the west corner of the lot. Signage will be reviewed and separately permitted after a signage plan is submitted.

**PETITIONER'S PRESENTATION and BOARD DISCUSSION**

Mr. L'Heureux said that there has been some discussion about where the proposed building sits on the lot. He said it is intended to be an economical building, and the focus of interest is on the entrance of the building by using reddish brick. There will be traffic in and out all day, and the public parking is intended to be easy to access. The two current access points for parking will be utilized. Staff parking will be in the back of the building. He said they are planning to fence a portion of the subject property off because it will not be developed immediately. The front area of the building will include a planter. Dick Anderson Construction will be the owner of the new building.

Mr. Stuver asked about mechanicals on the roof, and Mr. Frankl said all the condensers will be on the ground behind the fence on the corner. Mr. Stuver asked if the proposed fencing was all vinyl. Mr. Frankl said they weren't sure yet, because when development occurs on the rest of the lot, the fence will be removed.

Dave Dobbs, City Engineer, said there is some sidewalk that needs to be replaced, and Public Works will mark those. He suggested the developer talk to the Montana Department of Transportation about one of the curb cuts, and Mr. L'Heureux said TD&H Engineering is discussing that with them. Mr. Dobbs said there is an existing 4" water service, and he asked if the developer was installing new water service. Mr. Neil said they need to work that out with Public Works and would prefer not to tear up 1<sup>st</sup> Avenue North. Mr. Dobbs said a 4" line needs a 4" meter, which can be costly per month. He suggested abandoning the 4" line and putting in a smaller one. Discussion followed about how to accomplish that without tearing up 1<sup>st</sup> Avenue North. Mr. Dobbs said a separate tap could be installed for irrigation, which would save additional costs.

Mr. Dobbs asked about the southeast corner of the subject property, and Mr. L'Heureux said that would be sodded. Mr. Stuver asked if a second tap could be installed for water service if another development occurred. Mr. Dobbs said that another one would be needed if there is more development on the subject property. Mr. Stuver suggested adding that tap when the first one is put in to save costs.

There was discussion about assessing one of the trees for health. It was agreed that if the tree is not healthy, it would be replaced. Mr. Stuver asked if the trash could be moved to the east side in the back. Mr. L'Heureux said they are planning for a shared location with any further new development on the subject property.

Mr. Forde said ornamental grasses require full sun and hostas do well in shade. He suggested switching plantings around and talked about winter moisture requirements for planter beds.

### **PUBLIC COMMENT**

There was no public comment.

### **BOARD ACTION**

**MOTION:** That the Design Review Board approve the Design Review Application for the new professional office building and site development located at the southeast corner of 1<sup>st</sup> Avenue North and 10<sup>th</sup> Street North, as shown in the conceptual development plans contained within the staff report and provided by the applicant, subject to the following conditions:

#### 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. The developer shall plant and maintain turf grass on the undeveloped west portion of the lot.
4. The developer shall move the driveway off 10<sup>th</sup> Street North further south in order to preserve the two existing trees and provide safer access to the site, and retain and preserve all existing boulevard trees.

Made by: Ms. Klette  
Second: Mr. Grosse

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

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

The meeting was adjourned at 3:38 p.m.