

**MINUTES OF THE MEETING  
OF THE  
DESIGN REVIEW BOARD  
June 9, 2014**

**CALL TO ORDER**

The regular meeting of the Great Falls Design Review Board was called to order by Chair Mary Klette at 3:00 p.m. in the Rainbow Room of the Civic Center.

**ROLL CALL & ATTENDANCE**

Design Review Board Members present:

Mary Klette, Chair  
David Grosse, Vice Chair  
Todd Humble  
Eric Peterson  
Tara Tronson

Design Review Board Members absent:

None

City Staff Members present:

Galen Amy, Planner II, P&CD  
Charlie Sheets, Development Review Coordinator, P&CD  
Garrett Norman, Planner I, P&CD

Others present:

Michael Scarey, Ascent/Charter  
Bryan Bajier, Ascent/Chart  
Jana Cooper, TD&H Engineering  
Krista Smith, Great Falls Builders Exchange  
Katie Hanning, Home Builders Association of Great Falls

**MINUTES**

Ms. Klette asked if there were any comments on the minutes of the May 19, 2014 meeting. Ms. Klette said she would like some additional comments added to the minutes from the discussion on the Starbucks project which followed the recess at the last meeting. She said staff did a good job of clarifying some issues, and she would like to see more of those comments in the minutes.

Mr. Grosse moved to approve the minutes with the added discussion comments. Mr. Humble seconded, and all being in favor, the minutes were approved with the added discussion comments about the Starbucks project.

## **OLD BUSINESS**

There was no old business.

## **NEW BUSINESS**

### **DRB2014-17 Charter Telecommunication Facility 2911 13<sup>th</sup> Street South**

Galen Amy, Planner II, presented the staff report for the application by Charter Communications for partial development of a vacant piece of property located south of 21<sup>st</sup> Avenue South. Ms. Amy entered the staff report into the record. The proposed project is for an unenclosed telecommunications facility to include a 40-foot tall telecommunications tower. The subject property is located in the Medical District and is zoned M-1 Mixed-use.

Ms. Amy reviewed some background on this application as provided in the staff report. On December 18, 2012, the City Commission adopted Resolution 10002, which granted a Conditional Use Permit (CUP) for an unenclosed telecommunications facility on the subject property. That CUP has since expired, and the scope of the original project has been scaled back since the initial approval. The applicant is going through the public hearing process to acquire a CUP concurrently with this Design Review Board application.

Ms. Amy reviewed details of the proposed project as provided in the staff report. The project consists of a 1,768 square foot building on the southern half of the property which will have an office and a telecommunications room for support services. There will be concrete pads on the south side of the building for three satellite dishes and the telecommunications tower. The developed portion of the site will have a 6-foot fence around the perimeter. An equipment yard located immediately north of the proposed building will contain two air conditioning units and a generator. The applicant is proposing a 10-foot sound wall around the generator, with the 6-foot fence surrounding the service yard. In addition, a 15-foot evergreen landscaped buffer along the south property line and bottom third of the east and west property lines has been required as a condition of approval for the CUP, which the applicant has provided.

There will be a detention pond connected to the City storm drain located in 21<sup>st</sup> Avenue South. The applicant shall provide the site grading and storm water plan to the Public Works Department to be approved prior to the issuance of building permits for the development.

The proposed landscaping meets the minimum requirements of the Land Development Code with the 15-foot landscaped buffer and planting surrounding the south portion of the site. In addition, the applicant applied for a Design Waiver to eliminate the required foundation plantings and to phase the landscaping in relation to when the north and south halves of the property are developed. The Waiver has been approved.

## **PETITIONER'S PRESENTATION**

Bryan Bajier, representing Ascent/Charter Communications, said the building will primarily be used to access IT equipment, with one occupant weekly during normal business hours. This is not a payment center or walk-in customer service site. The dumpster enclosure is not indicated on the plans, but the intent is to place it in the back corner of the parking lot with screening if a dumpster is needed.

## **PUBLIC COMMENT**

There was no public comment.

## **BOARD DISCUSSION AND ACTION**

**MOTION:** That the Design Review Board approve the Design Review Application of Charter Communications as shown in the conceptual development plans contained within the staff report and provided by the property owner's representative, 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 applicant shall develop plans and specifications in conformance with the relevant requirements of Title 15 – Building and Construction of the Official Code of the City of Great Falls.
4. The applicant shall provide a 15-foot continuous evergreen landscape buffer including trees and shrubs along the southern portion of the property, including along the south third of the east and west property lines.

Made by: Ms. Tronson  
Second: Mr. Peterson

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

### **DRB2014-18 McDonald's Restaurant 1710 3<sup>rd</sup> Street Northwest**

Charlie Sheets presented the staff report for the application by McDonald's Restaurant to demolish an existing restaurant and construct a new restaurant at 1710 3<sup>rd</sup> Street Northwest. Mr. Sheets entered the staff report into the record. The proposed project will allow McDonald's franchise to update the building image, equipment, and to provide a clean, safe environment for the community. The new building will include double drive-thru lanes, 80 parking stalls and new landscaped areas. The applicant has submitted a Design Waiver for foundation plantings but is reconfiguring the landscaping to highlight the whole site. Landscaping exceeds the 15% requirement for this development. The current site does not have storm water detention, and the new design will add storm water detention and re-route runoff to the City's storm water inlets within 3<sup>rd</sup> Street Northwest.

Mr. Sheets reviewed details of the building design as provided in the staff report. The trash enclosure for the building will be placed in the rear of the structure away from the public right-of-way view. The proposed landscape plan includes 30 trees and 182 shrubs that surround the exterior boundary of the site and are also within the vehicle use area.

### **PETITIONER'S PRESENTATION**

Jana Cooper of TD&H Engineering said they are requesting a Design Waiver for the foundation plantings because of traffic circulation and the narrowness of the site. She offered to answer any questions from the Board.

Chair Klette asked about the current free standing sign, and Ms. Cooper said they would keep it.

### **BOARD DISCUSSION AND ACTION**

**MOTION:** That the Design Review Board approve the Design Review application of McDonald's Restaurant rebuild located at 1710 3<sup>rd</sup> Street Northwest as shown in the conceptual development plans contained within the staff report by the project applicant and representative, 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 applicant shall have a certificate of survey prepared aggregating two tracts into one and shall incorporate corrections of any errors or omissions noted by staff and filed with the Cascade County Clerk and Recorder's Office to eliminate the property line running through the project area.
4. The applicant shall submit and gain approval waiving the requirement for foundation planting.

Made by: Ms. Tronson  
Second: Mr. Peterson

VOTE: All being in favor, the motion passed.

### **PUBLIC COMMENT**

There was no public comment.

## **ADJOURNMENT**

There being no further business, Mr. Humble moved to adjourn the meeting, seconded by Mr. Grosse. All being in favor, Chair Klette adjourned the meeting at 3:21 p.m.