

**MINUTES OF THE MEETING
OF THE
GREAT FALLS PLANNING ADVISORY BOARD/ZONING COMMISSION
August 12, 2014**

CALL TO ORDER

The regular meeting of the Great Falls Planning Advisory Board/Zoning Commission was called to order by Vice Chair Scot Davis at 3:00 p.m. in the Commission Chambers of the Civic Center.

ROLL CALL & ATTENDANCE

Planning Board Members present:

Mr. Scot Davis, Vice Chair
Ms. Dana Henkel
Mr. Anthony Houtz
Dr. Heidi Pasek
Ms. Sophia Sparklin
Mr. Mark Striepe
Mr. Wyman Taylor

Planning Board Members absent:

Mr. Nate Weisenburger, Chair
Ms. Cheryl Patton

Planning Staff Members present:

Mr. Craig Raymond, CBO, Director P&CD
Mr. Lee Nellis, FAICP, Deputy Director P&CD
Mr. Garrett Norman, Planner I
Ms. Lucy Hallet, Deputy City Clerk

Other Staff present:

None

Mr. Raymond affirmed a quorum of the Board was present.

MINUTES

Action Minutes of the Planning Advisory Board/Zoning Commission. Please refer to the audio/video recording of this meeting for additional detail.

Vice Chair Davis asked if there were any comments or corrections to the minutes of the regular meeting held on July 22, 2014. Seeing none, Mr. Taylor moved to approve the minutes as submitted. Dr. Pasek seconded, and all being in favor, the motion passed.

BOARD ACTIONS NOT REQUIRING PUBLIC HEARING ADF Paint Shop – Minor Subdivision

Garrett Norman, Planner I, presented information as contained in the staff report for the application by ADF International, Inc., for the ADF Paint Shop minor subdivision located at 1914 Great Bear Avenue. The subject property is approximately 100 acres and is zoned I-2 Heavy industrial. The minor subdivision request is to subdivide Lot 1A into two lots, creating Lot 1A2 with 2.47 acres plus a .08 acre easement, and Lot 1A1, which will consist of the remaining 97.45 acres. A paint shop is proposed to be constructed on Lot 1A2.

Mr. Norman reviewed the improvements that would be part of the proposed development. The subject property is within Neighborhood Council 3. The Council decided not to hold a special meeting about this proposed subdivision and project, and there have been no comments from the public regarding this application. Mr. Norman reviewed the Conditions of Approval as provided in the staff report, and offered to answer any questions from the Board.

Ms. Sparklin asked for clarification on the location of the proposed Lot 1A2 within the subdivision and asked about the setback from the property line along Great Bear Avenue. Mr. Raymond said the actual lot lines are carved just outside of the proposed paint shop and that it is an irregular and nontraditional subdivision, but the Montana Board of Investments insisted upon these lot lines. Mr. Raymond said this will not be the only subdivision of its type with ADF International, and that it is expected that ADF will take full ownership of the entire approximately 100 acres in the future and will probably vacate all the different subdivision lots at that time. The City of Great Falls is the primary owner of the subject property, which is under lease to ADF International, Inc.

PUBLIC COMMENT

There was no public comment.

PLANNING ADVISORY BOARD DISCUSSION AND ACTION

MOTION: The Planning Advisory Board recommends the City Commission approve the Amended Plat of the International Malting Company, LLC Addition, legally described in the staff report, and the accompanying Findings of Fact, subject to the Conditions of Approval being fulfilled by the applicant.

Conditions of Approval:

1. The Amended Plat of Lot 1A, Block 1, International Malting Company, LLC Addition, in the South 1/2 Section 30, Township 21 North, Range 4 East, P.M.M., Cascade County, Montana shall incorporate corrections of any errors or omissions noted by staff.
2. Any development in the subdivision is subject to review and approval by the City of Great Falls as necessary, and the applicants shall be required to submit any plans, including engineering, architectural, and landscaping as required for review and approval by the City.
3. The property owner of each of the lots in subdivision shall be responsible for any current or future maintenance of their own property; the City shall not be responsible for any property maintenance in the subdivision.

Made by: Dr. Pasek
Second: Ms. Henkel

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

COMMUNICATIONS

Next Meeting Agenda – August 26, 2014

- None

Project Status:

- Charter CUP Telecommunications Facility
 - City Commission Public Hearing – August 19, 2014
- City View Subdivision – Final Plat
 - City Commission Public Hearing – August 19, 2014
- NeighborWorks Great Falls – Rezone
 - City Commission Public Hearing – Sept. 2, 2014

Petitions and Applications Received:

- Former City Recycling Center – Rezone
- West Ridge Phase VII – Major Subdivision, Annexation & Zoning

There was a question about what the site of the former City Recycling Center will be used for in the future, and Mr. Raymond said he thinks a small office building will be on the site.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

There being no further business, Vice Chair Davis adjourned the meeting at 3:18 p.m.

CHAIRMAN

SECRETARY