

**MINUTES OF THE MEETING
OF THE
DESIGN REVIEW BOARD
October 27, 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:

Charlie Sheets, Development Review Coordinator, P&CD
Galen Amy, Planner II
Lee Nellis, FAICP, Deputy Director P&CD
Craig Raymond, Director P&CD
Garrett Norman, Planner I
Dave Dobbs, City Engineer

Others present:

Daniel O'Leary, Signature Homes
Damon Carroll, Carroll Construction
Michael Mitchell, Mitchells' Crash Repair
Jim Page, AIA, LPW Architects
Dana Huestis, Kyso Corporation
Kathryn Jerkovich, BCRA
Zell Cantrell, Galloway & Company, Inc.
Ian Morrison, Attorney

MINUTES

Mr. Humble moved to approve the minutes of the September 22, 2014 meeting of the Design Review Board. Mr. Peterson seconded, and all being in favor, the minutes were approved.

NEW BUSINESS
DRB2014-26 City View 4-Plexes
36th Avenue Northeast

Galen Amy, Planner II, presented the staff report for the application by Daniel O'Leary of Signature Homes in coordination with Damon Carroll of Carroll Construction/Pheasant Run Builders for the development of City View Subdivision 4-plexes at 36th Avenue Northeast. Ms. Amy entered the staff report into the record.

Ms. Amy said the applicant is proposing to construct six 4-plexes on a vacant piece of land, each on its own fee simple lot. The project is located on the north side of a developing residential neighborhood, with a mini-storage facility to its north and Skyline Heights Apartments to the east.

Ms. Amy reviewed information as contained in the staff report regarding specific elements of the project. Each of the 4-plexes will be a different variation of earthtone colors. The site plan shows a dormer on the north side of the buildings, but submitted elevations do not show this feature. Staff strongly recommends the dormer be replaced at the time of construction, as it will serve to break up the façade, match the adjacent neighborhood character, and make the building look more impressive.

City landscaping code requires 8 canopy or evergreen trees for each lot, with 2 boulevard trees applied to this requirement. This equates to each lot needing at least 6 trees, and currently the applicant shows 4. The applicant is willing to meet the code requirements.

Ms. Amy concluded her presentation of the staff report.

PETITIONER'S PRESENTATION

The Petitioner did not wish to make any comments.

PUBLIC COMMENT

There was no public comment.

BOARD DISCUSSION AND ACTION

There was a question about the inclusion of the dormer, and whether there is an alley. There is no alley. There will be a boulevard-style sidewalk.

MOTION: That the Design Review Board approve the Design Review Application of Daniel O'Leary, as shown in the conceptual development plans contained within the staff report and provided by the project manager, 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. Per section 17.44.5.030 of the landscaping code, the applicant shall plant at least 6 canopy or evergreen trees on each lot in addition to the required boulevard trees.
5. Install north elevation dormer as shown on the site plan.

Made by: Mr. Grosse
Second: Mr. Peterson

VOTE: All being in favor, the motion passed.

DRB2014-28 Mitchells' Crash Repair 1100 15th Street North

Charlie Sheets, Development Review Coordinator, presented the staff report for the application by Michael Mitchell to redevelop the former City Recycling and Transfer Station and expand his vehicle repair business, Mitchells' Crash Repair. This application represents the first phase of this project, and consists of renovating two existing structures. The applicant is also requesting a rezone of the property to I-1 Light Industrial to allow the operation of his crash repair business at this location. That request will come before the Zoning Commission and then the City Commission for approval. The applicant is currently repairing and winterizing the two existing buildings for storage only.

Mr. Sheets reviewed details of the project as presented in the staff report. No landscaping or parking changes are required in this first phase of the redevelopment of this property. Mr. Sheets concluded his review of the staff report.

PETITIONER'S PRESENTATION

Jim Page provided further details on this project. He said the applicant is cleaning up the property and winterizing at this time.

PUBLIC COMMENT

There was no public comment.

BOARD DISCUSSION AND ACTION

Chair Klette inquired about the color of the garage doors. Doors are being replaced as needed and will be painted a copper color.

MOTION: That the Design Review Board approve the Design Review Application for Mitchells' Crash Repair located at 1100 15th Street North, as shown in the conceptual development plans contained within the staff report and provided by the applicant, subject to the following Conditions of Approval:

Conditions of Approval:

- A. 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.
- B. 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.

Made by: Ms. Tronson
Second: Mr. Grosse

VOTE: All being in favor, the motion passed.

**DRB2014-27 East Great Falls Retail Fuel Station
5300 10th Avenue South**

Galen Amy, Planner II, presented the staff report for the East Great Falls Retail Fuel Station to be located at 5300 10th Avenue South. Ms. Amy entered the staff report into the record. The applicant is proposing development of a vacant tract of land located on the east end of Great Falls abutting 10th Avenue South. The development consists of a minor subdivision creating a ±20 acre lot for a large format retail anchor store and fuel station with 4 outparcels along the outskirts of the subject property for development of future businesses.

The original site plan for this development was reviewed by the Design Review Board on April 28, 2014, and the applicant is proposing a change which consists of moving the fuel station off 57th Street South to the 10th Avenue South portion of the property. Instead of being a kiosk as formerly proposed, the proposed fuel station building will be 1,437 square feet to include customer restrooms and convenience store amenities. The main facade will be on the north side of the building, but the entrances will be located on the east and west ends of the building to provide easy access for customers coming from the fuel center.

Ms. Amy said the design of the fuel station will correspond with the anchor store. She reviewed other details of the proposed development as provided in the staff report. The proposed landscaping for the site goes beyond meeting the minimum requirements of the Land Development Code with 21.6% of the entire parent parcel being landscaped. Staff concurs with the incorporation of xeriscaping as a water conservation and eco-friendly design. However, in the area along the north of the detention pond and in the boulevard along Outlot A, staff recommends a traditional boulevard style sidewalk to provide a pleasant environment for pedestrians.

The applicant recently submitted a landscaping plan that included landscaping for the 57th Street South medians, and a full size landscaping plan was available for Board review at this meeting. City Forster Todd Seymanski has reviewed the landscaping plans.

PETITIONER'S PRESENTATION

Zell Cantrell with Galloway & Company, Inc., 5300 DTC Boulevard, Greenwood Village, Colorado, reviewed some details of the proposed project. He said that there is no direct access from the fuel center onto 10th Avenue South, but there is direct pedestrian access, which will tie into the boulevard walkway.

Mr. Cantrell explained details of the landscaping plan and said they are open to further discussion about landscaping, especially regarding the use of sod in the area which will be the site of future construction.

Kathryn Jerkovich, BCRA, 2106 Pacific Avenue, Tacoma, Washington, spoke to the design of the fuel station. Ms. Jerkovich said the design has not changed since the review before the DRB in April 2014. She reviewed some details of the building design.

PUBLIC COMMENT

Sandra Gwyn, Chair Neighborhood Council 4, asked why the location of the fuel station has been changed. Mr. Cantrell said it was due to visibility and accessibility. He said that at this time, 57th Street South will not extend any further, and after some discussion, it was decided to locate it closer to 10th Avenue South for more traffic and visibility. He said it would probably also allow for quicker access in and out of the fuel center.

Jeremiah Johnson, 1900 Whispering Ridge Drive, Great Falls, said he was present on behalf of the Great Falls Development Authority (GFDA) and over 200 private investors in the city. He said this project will enhance our city and urged the DRB to approve the site design as submitted.

BOARD DISCUSSION AND ACTION

Chair Klette encouraged the Board members to review the landscaping plans for this project. There was a question about whether the landscaping would be completed with the construction of the fuel station or the overall project, and it was noted that it will be completed when the overall project is complete.

There was a question from the Board about a cap on the wall of the dumpster enclosure, and Ms. Jerkovich said there will be a cap.

MOTION: That the Design Review Board approve the Design Review Application of Galloway & Company, Inc., as submitted.

Made by: Mr. Humble
Second: Ms. Tronson

VOTE: All being in favor, the motion passed.

There was discussion about the exact intentions of the Board and whether the motion that passed adequately covered their intentions.

Mr. Morrison said, as applicant, they welcome the opportunity for the Board to reopen the motion in order to clarify direction so they can move forward with the project.

Chair Klette reopened the motion. To clarify, Mr. Cantrell said they could add more sod to the detention area in lieu of sod in Outlot A, which would instead be seeded at this time.

MOTION: The Design Review Board approve the Design Review application of Galloway & Company, Inc., as shown in the conceptual development plans contained within the staff report and provided by the project property Owner's Representative, subject to the following conditions:

Conditions of Approval:

- 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.
- 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.
- The applicant shall develop plans and specifications in conformance with the relevant requirements of Title 15 – Building and Constructions, of the Official Code of the City of Great Falls.
- Install boulevard turf grass in the area along the north of the detention pond in lieu of installing turf grass in Outlot A, and seed Outlot A and a portion of the boulevard.

Made by: Mr. Grosse
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. Grosse moved to adjourn the meeting, seconded by Mr. Humble. All being in favor, the meeting was adjourned at 3:53 p.m.