

**MINUTES OF THE MEETING
OF THE
GREAT FALLS PLANNING ADVISORY BOARD/ZONING COMMISSION
October 28, 2014**

CALL TO ORDER

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

ROLL CALL & ATTENDANCE

Planning Board Members present:

Mr. Nate Weisenburger, Chair
Mr. Scot Davis, Vice Chair
Ms. Dana Henkel
Mr. Anthony Houtz
Dr. Heidi Pasek
Ms. Cheryl Patton
Ms. Sophia Sparklin
Mr. Wyman Taylor

Planning Board Members absent:

Mr. Mark Striepe

Planning Staff Members present:

Mr. Craig Raymond, CBO, Director P&CD
Mr. Garrett Norman, Planner I
Ms. Phyllis Tryon, Senior Administrative Assistant

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.

Chair Weisenburger asked if there were any comments or corrections to the minutes of the regular meeting held on September 23, 2014. Seeing none, the minutes were approved as submitted.

BOARD ACTIONS REQUIRING PUBLIC HEARING

Mitchells' Crash Repair – Rezone 1100 15th Street North

Garrett Norman, Planner I, presented the staff report for the application for a rezone of 1100 15th Street North by Mitchells' Crash Repair. Mr. Norman entered the staff report into the record. The subject property is currently zoned M-2 Mixed-use transitional, which does not allow vehicle repair. The proposed zoning is I-1 Light industrial. The subject parcel is ± 2.152 acres and has two existing buildings on site which will be resurfaced with black metal siding and copper-colored wainscot.

In the future, there will be one new office building constructed on the site. The applicant plans to continue use of their existing vehicle repair operation across the street, and to expand the operation onto this site. Staff finds the rezoning to be compatible with surrounding zoning and land uses.

Rezoning the subject property to I-1 Light industrial would be a less intensive use than the previous use by the City recycling center. Mr. Norman noted that the staff report lists all the Findings for the Basis of Decision with discussion on each finding. He explained that the proposed rezoning is consistent with the overall intent and purpose of the 2013 City Growth Policy.

Mr. Norman said that a sidewalk is proposed along the 15th Street North property frontage. The subject property is located in Neighborhood Council 7, and Patty Cadwell, Neighborhood Councils Coordinator, itemized the project on the Council's October 13 agenda. The Council voted in favor of the rezone. Staff has received several phone calls from people inquiring about this application, but none in opposition to the proposed project.

Generally, commercial buildings in the I-1 Light industrial district are not required to go through the Design Review process, but they are required to do so in the M-2 zoning district. Given the intent of the M-2 zoning district requirements of design review and the high traffic volume of 15th Street North, staff finds it beneficial for the applicant to receive a recommendation from the Design Review Board (DRB). As a result, a Condition of Approval requiring completion of the design review process has been added to this application. Mr. Norman reviewed the two Conditions of Approval for this project and asked that the Board correct Condition of Approval #2 during their motion and add a zero before the "5" of "Land Development Code Section 17.28.50.11".

Mr. Norman concluded his review of the staff report and offered to answer any questions from the Board. Ms. Patton asked if she was correct in that this Project had gone before the DRB the day before this meeting of the Planning Advisory Board (PAB). Mr. Norman said it had for DRB review of the resurfacing of the two existing buildings, and the project will again go before the DRB in the future for site and landscaping plan review.

Chair Weisenburger asked if the new curb cut was intended to be an access and egress point for both north and southbound traffic. Mr. Norman said that will be reviewed by the Montana Department of Transportation (MDT).

PETITIONER'S PRESENTATION

Jim Page, 15 5th Street South, Project Representative, said there is a railroad line on the south side of the property, to the west is Lumber Yard Supply, and to the north is the Pepsi Cola plant. He said there was a large amount of debris left by the prior landowner that has been cleaned up. He said this is an appropriate rezone for this property. Mr. Page said the curb cut is mainly being proposed by MDT to increase ease of access onto the site.

PROPOSERS

Dan Ginnity, President of Flooring America and managing member of Carriage House Holdings, which is under contract to purchase the building directly east and north of the BLM, said they always supported the City recycling efforts and without complaint cleaned up an inordinate amount of garbage that blew onto their property. He said it will be nice to look out of their business and see a well-maintained, clean property. He asked the Board to approve this rezoning request.

Michael Mitchell, 4605 12th Street Northeast, owner of Mitchells' Crash Repair, said they intend to beautify the area, and the automobiles they will be working on will be, for the most part, hidden from sight. He said they have been chasing pigeons out of the existing block building and fixing up the steel building. They just received DRB approval for exterior renovations to the two buildings.

OPPOSERS

There were no opposers.

PUBLIC COMMENT

There was no public comment.

ZONING COMMISSION DISCUSSION AND ACTION

Ms. Sparklin said that this will be a huge improvement over the previous situation and that other than this proposed action, she understood there was no way to make this use happen with special conditions. Mr. Raymond agreed and said this project was not eligible for a special use process according to City Code.

Chair Weisenburger said this is a great project for the reuse of existing vacant property. He said that he is a fan of Brownfield projects, and he commends the petitioner for helping make Great Falls a better community.

MOTION: That the Zoning Commission, based on the Findings for the Basis of Decision, recommend the City Commission approve rezoning the subject property, legally described as Lot 2, Block 1, Fifteenth Street Bridge Addition, Section 6, Township 20 North, Range 4 East, P.M.M., Cascade County, Montana, from the existing M-2 Mixed-use transitional to I-1 Light industrial district, subject to the Conditions of Approval being fulfilled by the applicant.

Made by: Mr. Davis

Second: Ms. Sparklin

Chair Weisenburger asked the Board to address Item 2 of the Conditions of Approval to correct the Section number of the Land Development Code.

AMENDMENT: To amend the motion to include under the Conditions of Approval, Item 2, the Section being changed to 17.28.050.11.

Conditions of Approval:

1. **General Code Compliance.** The proposed project shall be developed consistent with the conditions in the staff report, and all codes and ordinances of the City of Great Falls, the State of Montana, and all other applicable regulatory agencies.
2. **Design Review Board.** Prior to issuance of a building permit and Safety Inspection Certificate, the proposed project shall complete the Design Review Board process, pursuant to Land Development Code Section 17.28.050.11.

Made by: Ms. Patton
Second: Mr. Taylor

VOTE: All being in favor, the amendment passed.

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

Mr. Norman explained the next steps in the process for the applicant.

PUBLIC COMMENT

There was no public comment.

COMMUNICATIONS

Next Meeting Agenda – Wed., November 12, 2014

- East Great Falls Retail Center

Mr. Raymond said there is no disclosure yet as to the tenant of this project. He said the project was before the DRB yesterday because they amended a portion of the site plan, moving the fuel station from the east side of the property along 57th Street South to the north side of the property along 10th Avenue South.

Project Status:

- Northview Addition, Phase 9 – City Commission Public Hearing Nov. 18, 2014

Mr. Raymond said Northview Addition, Phase 9, will actually be going to First Reading at City Commission on November 18 and then for Public Hearing in December.

- Heritage Tourism Planning Project – Initial meeting at 6:30 p.m. on the evening of Thursday, Nov. 6, 2014

Petitions and Applications Received:

- West Ridge Phase VII – Major Subdivision, Annexation & Zoning
- 46th Street North & 3rd Avenue North Condominiums – Rezone
- 2nd Avenue South – City Initiated Rezone

Mr. Raymond said that staff has found that a block or two area of 2nd Avenue South consists of largely non-conforming properties and staff is initiating a rezone of that area.

Financial Report:

- First Quarter FY 2014-15 Financial Report

Board Training

- Board/Commission Training – conducted by MSU Local Government Center – Wed., Dec. 10, 2014, 6-8:00 p.m., Civic Center

Upcoming Planning Advisory Board Opening

Mr. Raymond said Mr. Taylor's term with the Planning Advisory Board will be coming to a close at the end of December. He inquired of the Board if they desired to make a recommendation to City Commission when applications have been received. The Board desires to make a recommendation.

Mr. Raymond said staff has been contemplating changing the procedure in conducting a Public Hearing before the Board. He said people usually have questions about projects, and staff is considering adding a question and answer period to provide discussion about projects, and even possibly eliminating the Proponent/Opponent format. The City Commission has given staff the green light to experiment with a format change for the Planning Advisory Board. Mr. Raymond said staff will bring the Board recommendations on any changes.

Chair Weisenburger said it would be good to engage the public more in the process and that it may be appropriate to have public discussion following the Petitioner's presentation. He asked if this requires a change in bylaws. Mr. Raymond said staff will look at bylaws to see if changes need to be addressed formally once there has been time to experiment with the process.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

There being no further business, Chair Weisenburger adjourned the meeting at 3:36 p.m.

CHAIRMAN

SECRETARY