

**MINUTES OF THE MEETING
OF THE
DESIGN REVIEW BOARD
May 11, 2015**

CALL TO ORDER

The regular meeting of the Great Falls Design Review Board was called to order by Vice Chair Eric Peterson at 3:00 p.m. in the Rainbow Room in the Civic Center. Chair David Grosse arrived during roll call and then chaired the meeting.

ROLL CALL & ATTENDANCE

Design Review Board Members present:

David Grosse, Chair
Eric Peterson, Vice Chair
Mary Klette
Tyson Kraft

Design Review Board Members absent:

None.

City Staff Members present:

Craig Raymond, CBO, Director P&CD
Garrett Norman, Planner I
Mark Doney, City Engineering
Jesse Patton, City Engineering

Others present:

Erik Sletten, Sletten Construction
Cliff Garness, Sletten Construction
Doug Lorello, CTA Architects/Engineers
Rip Hamilton, Solar Plexus LLC, Missoula
Jody Aldegarie, Solar Plexus LLC, Missoula

MINUTES

Ms. Klette moved to approve the minutes of the April 27, 2015 meeting of the Design Review Board. Mr. Kraft seconded, and all being in favor, the minutes were approved.

**NEW BUSINESS
DRB2015-15 Soroptimist Village Solar Array
2400 13th Avenue South**

Garrett Norman, Planner I, presented the staff report for the application to construct a solar array at the existing Soroptimist Village residential complex. As part of the project, the applicant

will file an amended plat to aggregate all the lots into one, including the vacated alley. The proposed solar array will consist of 72 panels, and will span approximately 99 feet in length and 9 feet in height.

PETITIONER'S PRESENTATION

The petitioner offered to answer any questions from the Board. There were no questions.

BOARD DISCUSSION AND ACTION

Motion: That the Design Review Board accept the City's review of the project.

Made by: Mr. Peterson
Second: Mr. Kraft

VOTE: All being in favor, the motion carried.

DRB2015-16 West Bank Park Restroom 200 3rd Avenue Northwest

Mr. Norman presented a review of the staff report for the proposed West Bank Park Restroom facility at 200 3rd Avenue Northwest. The facility will include one women's and one men's restroom and will be near the parking lot off of 3rd Avenue Northwest. A new sidewalk will be constructed from the parking lot and River's Edge Trail to the restroom facility, providing direct access and connectivity. Mr. Norman reviewed details of the project materials and size as provided in the staff report.

Jesse Patton with the City Engineer's Office clarified the location of the facility on the aerial map of the staff report. The facility is part of an improvement of West Bank Park, which includes landscaping and irrigation, parking lot and sidewalks.

Doug Lorello with CTA Architects reviewed details of the proposed restroom facility. He said they are working on geotech reports to come up with a recommendation for the foundation.

There was a question about temperatures inside the facility due to the use of translucent panels, and Mr. Lorello said there will be an exhaust fan to pull air. Mr. Patton said there will also be heaters and water service to accommodate use of the facility in spring, summer and fall.

BOARD DISCUSSION AND ACTION

Motion: That the Design Review Board approve the application for the West Bank Park Restroom, as shown in the conceptual development plans contained within the staff report and provided by the applicant's representative, subject to the following 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 approved 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.

- C. The applicant shall submit plans and specifications to Planning and Community Development Department in conformance with the relevant requirements of Title 15 - Building and Construction, of the Official Code of the City of Great Falls.

Made by: Mr. Kraft
Second: Mr. Peterson

VOTE: All being in favor, the motion carried.

**DRB2015-8 Thomas Building – Forest Service/BLM Office
1220 38th Street North**

Mr. Norman presented the staff report for the application by Sletten Construction Company to construct a new office building for the relocation of the Lewis and Clark Region National Forest Service Office and Bureau of Land Management Great Falls Field Office. The proposed project will be located on the southwest corner of River Drive North and 38th Street North. The project includes 123 parking spaces, 8 accessible ADA spaces, and 3 pull-through RV spaces.

A variety of landscaping will be used ranging from grasses, perennial flowers, deciduous shrubs and evergreen trees. Mr. Norman said there are a couple of conditions associated with this project that are beyond the typical standards and are noted as Conditions E, F, and G under the Conditions of Approval. He also said that he spoke with the City Forester on the day of this meeting and the Forester added a Condition of Approval to request the elimination of the use of Green Ash trees on the landscaping plans, to be replaced with a comparable tree. The reason for this is that 75-80% of trees in Great Falls are Green Ash and there is a threat to these trees from a species in Colorado. Therefore, the City Forester is not accepting Green Ash trees in any new landscaping submittals.

PETITIONER'S PRESENTATION

Erik Sletten with Sletten Construction Company spoke about details of building materials and the design of the proposed project. The visitor's entrance will be on 38th Street North. The employee entrance will be on the south side of the building along with a private patio. On the western end of the project will be a vehicle maintenance area with three doors. Further west is a wareyard area with a landscaping shield. Mr. Sletten said there will be minimum mechanical equipment on the roof. The heat system is a sustainable ground force system. The geothermal well field will be located under the south parking area.

PUBLIC COMMENT

There was no public comment.

BOARD DISCUSSION AND ACTION

Mr. Sletten said they will follow the recommendation to not use Green Ash trees in the landscaping. Ms. Klette said the windows looked unconventional in shape in the drawing. Mr. Sletten said there was some interpretation in the drawing to give a forest effect. The wareyard will be screened with chain link fencing. Mr. Sletten said the current Forest Service office is extremely cramped, and this design will give them more space in an open concept design.

MOTION: That the Design Review Board approve the Design Review Board Application for the Thomas Building Forest Service and BLM project, as shown in the conceptual development plans contained within this report and provided by the applicant's representative, subject to the Conditions of Approval listed in the staff report and including the recommendation of the City Forester to remove the requirement for the Green Ash trees and replace those trees with a type recommended by the City.

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 approved 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.
- C. The applicant shall submit plans and specifications to Planning and Community Development Department in conformance with the relevant requirements of Title 15 - Building and Construction, of the Official Code of the City of Great Falls.
- D. The applicant shall submit plans and specifications to Planning and Community Development Department in conformance with the relevant requirements of Title 17 - Land Development Code, of the Official Code of the City of Great Falls.
- E. The applicant shall plant boulevard style trees along the River Drive North Boulevard, for the length of the proposed project. Sod is not required for this boulevard and native seeding will be accepted.
- F. The applicant shall provide additional tall vegetation along the northern edge of the wareyard fence to help screen the fence from River Drive North.
- G. The applicant shall provide a photometric lighting plan that is in compliance with Chapter 40 of Title 17 of the Official Code of the City of Great Falls for review and approval by the Planning and Community Development Department.
- H. The applicant shall replace the Green Ash trees shown on the landscape plan with types of tree approved by the City Forester.

Made by: Mr. Peterson
Second: Mr. Kraft

VOTE: All being in favor, the motion passed.

ADJOURNMENT

There being no further business, Ms. Klette moved to adjourn the meeting, seconded by Mr. Kraft. All being in favor, the meeting was adjourned at 3:28 p.m.