

**MINUTES OF THE MEETING  
OF THE  
DESIGN REVIEW BOARD  
June 8, 2015**

**CALL TO ORDER**

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

**ROLL CALL & ATTENDANCE**

Design Review Board Members present:

David Grosse, Chair  
Mary Klette  
Tyson Kraft

Design Review Board Members absent:

None

City Staff Members present:

Charlie Sheets, Development Review Coordinator  
Gregory Gordos, Planner I  
Garrett Norman, Planner I  
Jim Young, City Engineer

Others present:

Doug Lorello, CTA  
Jana Cooper, PLA, TD&H Engineering  
Jeffrey Winkler, HGFA Architects  
Rodney Kimmet, Cellular Plus

**MINUTES**

Mr. Kraft moved to approve the minutes of the May 11, 2015 meeting of the Design Review Board. Ms. Klette seconded, and all being in favor, the minutes were approved.

**NEW BUSINESS  
DRB2015-14 Arby's Remodel  
801 10<sup>th</sup> Avenue South**

Charlie Sheets, Development Review Coordinator, presented the staff report for the application by Arby's for an exterior renovation of the existing franchise restaurant located at 801 10<sup>th</sup> Avenue South. Mr. Sheets entered the staff report into the record. He said there is not any planned addition to the building, but the exterior freezer will be moved inside the building. The existing structure was built in 1979, and the proposed renovations include an upgrade of the

exterior architectural features, design elements and finishes.

Mr. Sheets reviewed design details of the renovation as noted in the staff report. He said the existing freezer is outside on the north elevation of the building. The dumpster location will be moved to a new enclosure constructed next to the building on the north elevation with matching CMU and chain link gates with slats to screen the contents of the enclosure. Plantings in existing planters will be updated.

### **PETITIONER'S PRESENTATION**

Doug Lorello, CTA, said the exterior freezer will be completely demolished. He said there will be renovation to the front of the building, and there will be new signage. There will be some new interior seating plans submitted in the planning process.

Mr. Grosse asked if the dumpster chain link gates will have slats. Mr. Lorello asked if that is a City ordinance, and Mr. Grosse said it is. He said there will be slats to screen the dumpster.

There was a comment about the need to preserve the existing trees around the site. Mr. Lorello said that should not be a problem. The east side entry will be widened a little, but the rest of the renovations will be on the building.

Jim Young, City Engineer, said the driveway slab in the northeast corner coming off of 9<sup>th</sup> Avenue South is broken up and should be replaced. At the alley entrance off of 8<sup>th</sup> Street South, there is a bad section of sidewalk that needs to be replaced.

### **BOARD DISCUSSION AND ACTION**

Motion: That the Design Review Board approve the Design Review Application for the renovation of Arby's Restaurant located at 801 10<sup>th</sup> Avenue South, as shown in the conceptual development plans contained within the staff report and provided by the Applicant, subject to the following conditions:

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.

C. The gate to the trash enclosure shall include slats.

D. The applicant shall protect all existing trees on site.

E. The northeast driveway slab and the deteriorated section of sidewalk shall be replaced as indicated by the City Engineer.

Made by: Mr. Kraft  
Second: Ms. Klette

VOTE: All being in favor, the motion carried.

### **DRB2015-17 Missouri River Rehabilitation and Care Center Parking Lot Overlay 1130 17<sup>th</sup> Avenue South**

Garrett Norman, Planner I, presented a review of the staff report for the proposed parking lot overlay at the Missouri River Rehabilitation and Care Center located at 1130 17<sup>th</sup> Avenue South. He entered the staff report into the record. The proposed application is to overlay the existing lot and provide additional landscaping at the Care Center. The proposed project will be scheduled in three phases. Mr. Norman reviewed the details of the project phases as noted in the staff report.

The improvements will decrease existing parking spaces from the current 250 to 178; City Code requires 131 for this facility.

### **PETITIONER'S PRESENTATION**

Jana Cooper, PLA with TD&H Engineering, said the Care Center was essentially overparked and the applicant wanted to spruce up the appearance and function of the building parking lot while providing a better drop off point.

Mr. Young asked about stormwater drainage. Ms. Cooper said there will be less impervious area and more landscaping. Mr. Young asked where the parking lots drain, and Ms. Cooper explained current drainage. She asked if a stormwater report may need to be prepared. Mr. Young said he just recommended as much depression storage as possible within the landscaped areas.

Mr. Young asked about any additional water service lines, and Ms. Cooper said additional irrigation will connect to existing lines.

Mr. Grosse asked if the City Forester had any comments on the landscaping tree selections. Mr. Norman said he had not received any comments from him.

### **BOARD DISCUSSION AND ACTION**

Motion: That the Design Review Board approve the application for the Missouri River Rehabilitation and Care Center Parking Lot Overlay, 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. A stormwater report may be required for the site. The applicant shall consult with the Public Works Department to determine if the applicant is responsible for preparing and submitting a stormwater report to the Public Works Department.

Made by: Mr. Kraft  
Second: Ms. Klette

VOTE: All being in favor, the motion carried.

**DRB2015-18 Cellular One  
701 3<sup>rd</sup> Street Northwest**

Gregory Gordos, Planner I, presented the staff report for the application by Cellular One for a new 2,000 square foot retail building at 701 3<sup>rd</sup> Street Northwest within a larger development site. The proposed Cellular One structure will be built on Tract 1 of this site, which is the north part of the property, with Tract 2 to the south. Mr. Gordos entered the staff report into the record. The site is currently undeveloped, although the previous J Bar T building, which was located on Tract 2 of this site, was demolished in early 2015.

The proposed new building is a single story structure with a proposed private driveway providing access to both Tract 1 and Tract 2, as well as providing access to the adjacent property to the east. A shared access and maintenance agreement will be required for the private road as a condition of approval. Additional conditions of approval are that the roadway shall be constructed according to City standards, including sidewalks on both sides, and an ADA parking space shall be located as close as possible to the main entrance.

**PETITIONER'S PRESENTATION**

Jeffrey Winkler, HGFA Architects, PLLC, clarified that the company name for this project is Cellular Plus. He said they have relocated the ADA accessible stalls and ramp as per City comments. They are currently in discussions with the business, a bank, to the east of the property to come up with a shared agreement on the private drive.

Mr. Gordos said that there is signage information included with the staff report but as yet there is no sign location for the site. Mr. Winkler said they are working on an easement agreement for ease of maintenance for the sewer line running along 3<sup>rd</sup> Street Northwest, and they do not yet have a sign location. Mr. Young asked if the easement would also serve the bank and further development on the property. Mr. Winkler did not know.

There was a question on the parking lot turnaround. Mr. Winkler said the 5-foot backup area is typical of most cities. Although it is not required, it was suggested to enlarge that backup area. Mr. Winkler was in agreement. There was also a question on the clear vision triangle requirements. Mr. Sheets said a driveway approach is 25 feet, and an intersection is 45 feet. This private drive is not at the intersection. The entry point of the building will be accented by an awning.

Mr. Young asked about a stormwater drainage report. Mr. Winkler said they were not required to submit one due to the size of the project. Mr. Young asked how the property drains, and Mr. Winkler said there is an inlet at the end of the drive on 3<sup>rd</sup> Street Northwest. Mr. Young inquired about whether there would be a new water service, which there will be, and he said MDT will need to be contacted. Mr. Winkler said they contacted them and their requirements are pretty standard. Mr. Young suggested a separate service line for irrigation for landscaping, as it will be less expensive than having it run on the usage bill.

### **BOARD DISCUSSION AND ACTION**

**MOTION:** That the Design Review Board approve the Design Review Board Application for the Cellular Plus retail store, 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.
- D. A shared access and maintenance agreement will be required to be established for the private road as a condition of approval.
- E. The private road shared by Tract 1 and Tract 2 shall be developed in accordance to City standards, including sidewalks on both sides.
- F. One ADA Van Accessible parking space shall be located as close as possible to the main entrance, as described by 17.36.2.070C of the City of Great Falls Municipal Code.
- G. The backup area should be enlarged to provide greater area for large vehicle turnarounds.
- H. Incorporate suggestions of City Engineer.

Made by: Ms. Klette  
Second: Mr. Kraft

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

### **COMMUNICATIONS**

The Board reviewed the application to the Design Review Board by Dani Grebe.

**MOTION:** That the Design Review Board recommend to the City Commission the appointment of Dani Grebe to the Board.

Made by: Mr. Kraft  
Second: Ms. Klette

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 3:21 p.m.