

**MINUTES OF THE MEETING
OF THE
DESIGN REVIEW BOARD
June 13, 2016**

CALL TO ORDER

The regular meeting of the Great Falls Design Review Board was called to order by Acting Chair David Grosse at 3:06 p.m. in the Rainbow Room in the Civic Center.

ROLL CALL & ATTENDANCE

Design Review Board Members present:

David Grosse
Ann Schneider
Kevin Vining

Design Review Board Members absent:

Dani Grebe, Chair
Tyson Kraft, Vice Chair

City Staff Members present:

Dave Dobbs, City Engineer
Tom Micuda, Deputy Director P&CD
Erin Borland, Planner I

Others present:

Phil Faccenda, Architect, Sapphire Addition
Robin Fleek, MRC Construction
Lola Galloway, Fox Farm Dairy Queen
Steven Galloway, Fox Farm Dairy Queen
Rocky Galloway, Fox Farm Dairy Queen
Michael Steffes, MRC Construction
Chris Ward

MINUTES

Ms. Schneider moved to approve the minutes of the May 9, 2016, meeting of the Design Review Board. Mr. Vining seconded, and all being in favor, the minutes were approved.

**NEW BUSINESS
DRB2016-10 Dairy Queen
1651 Fox Farm Road**

Erin Borland, Planner I, entered the staff report into the record for the existing Dairy Queen on Fox Farm Road. The applicant is proposing construction of a new façade and changes to the

existing building, with the addition of a new cooler, freezer and trash enclosure area. The parking lot and drive through will be reconfigured and additional landscaping added. The parcel is 13,716 square feet with an existing building of 2,086 square feet; the proposed additions would add 361 square feet to the current building.

The applicant is proposing the renovation to the existing building to meet current franchise requirements. The pre-existing site was developed under prior City Code requirements, therefore classifying the site as non-conforming. The proposed project will bring the site closer to conformance with the current Code.

City Code would require a total of 19 parking spaces, with one ADA accessible space for the site. The site plan shows a conceptual parking layout with 18 spaces, two of which are compact spaces and one of which is ADA accessible. In addition, the applicant is proposing bicycle parking which will account for one vehicle parking space, bringing the total parking spaces in conformance with City Code. The applicant has also proposed curbing in order to establish the drive through lane and define the property boundary.

The existing outdoor lighting will require minor modification, and new building mounted lights are proposed. The proposed landscaping will bring the site closer to compliance, and due to visibility of Fox Farm Road from the drive through exit, as well as site size constraints, staff recommends that boulevard trees not be required along Fox Farm Road. New signage is proposed on the façade to be consistent with franchise requirements. The existing pole signs on the property are not being altered. Ms. Borland stated staff supports this application and recommends approval with conditions.

PETITIONER'S PRESENTATION

Steven Galloway, owner of the Fox Farm Dairy Queen, said it will be nice to be able to bring the existing site to a higher standard, as well as actually gain some landscaping. With the new revisions to the Sign Code, they are now able to move forward with the project.

PUBLIC COMMENT

Jolene Schalper, Great Falls Development Authority, expressed support for the project.

Chris Ward, citizen, inquired about the patio and confirmed the placement of the bike rack. There was discussion about connecting the public sidewalk to the patio, and making the bike rack more accessible.

BOARD DISCUSSION AND ACTION

Mr. Grosse asked if the lights surrounding the building were neon. There was discussion about neon lighting verses LED, and that the lighting will match the other Dairy Queen locations in the City.

There was discussion on the screening and placement of the mechanical unit, and Mr. Grosse asked whether the mechanical unit would be visible. It was determined the proposed placement of the unit on the midpoint of the roof will shield it from view. Mr. Grosse also clarified that if chain link fencing is chosen around the trash enclosure, privacy slats should be added.

Mr. Vining suggested stipulating edging between shrub beds and the lawn areas.

Motion: that the Design Review Board approve with conditions the Design Review Application for the façade update and layout construction of Dairy Queen, located at 1651 Fox Farm Road, as shown in the conceptual development plans contained within this 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 applicant will provide specifications of new building mounted lighting for approval from Staff.
- D. Additional landscaped beds and shrub plantings shall be added to soften the proposed patio area along Fox Farm Road.
- E. The applicant shall include privacy slats for the chain link fence.

Made by: Mr. Vining
Second: Ms. Schneider

VOTE: All being in favor, the motion carried.

**DRB2016-11 Sapphire Assisted Living
815 2nd Avenue South**

Tom Micuda, Deputy Director of P&CD, entered the staff report into the record for Sapphire Assisted Living. The proposed project is an addition to an existing assisted living facility, and in order to increase the capacity of Sapphire by five rooms, an additional 1,152 square feet will be added. Each resident will get their own room and private bathroom, creating a more attractive living environment for the residents.

The proposed one-story addition will match the existing facility with vinyl siding and Scotia blue paint. The addition creates a street wall in contrast with the setback, front porch character of the neighborhood and provides less transparency than the quasi-public front yards of the existing houses.

Mr. Micuda said the number of parking spaces required is based on resident rooms and staffing, thus creating a parking requirement of five spaces. The current site only provides four. There is readily available street parking for visitors, and residents do not drive, so it is recommended that

the parking requirements be relieved by the approval of a parking reduction from the Director of Planning and Community Development. No new landscaping is required at this time, with one boulevard tree subject to be removed in order to facilitate development. The tree will be required to be replaced.

The majority of the front façade contains no windows or other design elements, although a porch is proposed to be set back from the east portion of the existing façade. Mr. Micuda said they met with the owner and architect concerning a more prominent front door, or incorporating a front porch, even if it is not a fully functional porch. Ultimately, it was decided the project does comply with the standards and guidelines outlined in City Code. Mr. Micuda concluded the report and offered to answer any questions.

PETITIONER'S PRESENTATION

Phil Faccenda, the project architect, said the design as it stands does serve its purpose, and does it well. He discussed the zoning of the property, and keeping the roof of the addition lower than that of the original structure in order to help with drainage and keep the windows on the second floor open.

PUBLIC COMMENT

Jolene Schalper, Great Falls Development Authority, expressed support for the project.

Mr. Dobbs, City Engineer, said there are defective slabs on the sidewalk that will need to be replaced as part of the project.

BOARD DISCUSSION AND ACTION

Ms. Schneider inquired about the entrance, and there was discussion about the ramp and the porch.

Mr. Grosse suggested making a gable roof, as opposed to a hip roof, within the confines of the overhang in order to bring the design into context with the character of the rest of the neighborhood. There was discussion on the proximity of the building addition to the public right-of-way, and the aesthetics of the neighborhood; the goal was not to make the addition too tall and out of character. Mr. Faccenda discussed drainage as being the primary reason for wanting to keep the roof as proposed. Mr. Grosse explained a gable roof would not increase the building height greatly, protect the windows on the second floor, and handle the drainage. Robin Fleek, MRC Construction, agreed to add this feature to improve the addition.

Motion: That the Design Review Board approve with conditions the Design Review Board Application for the Sapphire assisted living facility, as shown in the conceptual development plans contained within this 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. The applicant shall submit a Design Waiver in order to meet parking requirements for a retirement home, housing projects for senior citizens, per Exhibit 36-1. Non-accessible parking requirements of Title 17– Land Development Code, of the Official Code of the City of Great Falls.
- E. The applicant shall replace the sidewalk slabs as determined by the City Engineer.
- F. The applicant shall consider the change to a gable style roof.
- G. The applicant shall replace the boulevard tree being removed.

Made by: Mr. Vining
Second: Ms. Schneider

VOTE: All being in favor, the motion carried.

BOARD COMMUNICATIONS

Motion: That the Design Review Board recommend to City Commission the reappointment of Ms. Schneider and Mr. Grosse to another term.

Made by: Mr. Vining
Second: Ms. Schneider

VOTE: All being in favor, the motion carried.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

There being no further business, Ms. Schneider moved to adjourn the meeting, seconded by Mr. Vining. All being in favor, the meeting was adjourned at 4:13 p.m.