

**CITY OF COLUMBIA FALLS
MINUTES OF THE REGULAR MEETING
HELD SEPTEMBER 14, 2021**

CALL TO ORDER AND ROLL CALL

Present: Mike Shepard via ZOOM, Robert Smith, Kurt Nelson, Patti Singer and Clay Lundgren. Absent: Russ Vukonich, Sam Kavanagh, Steve Duffy and Claudette Byrd-Rink.

Also present: City Manager Nicosia, Public Works Clerk Vissotzky, and City Attorney Breck.

Board member Smith presided over the meeting as Chairman Vukonich was absent and Vice Chairman Shepard attended via Zoom.

Acting Chairman Smith called the meeting to order at 6:33 p.m.

APPROVAL OF JULY 13, 2021 REGULAR MEETING MINUTES:

Motion made by Nelson to Approve the July 13, 2021 Minutes, Seconded by Shepard. Voting Yea: Shepard, Nelson, Smith, Singer, Lundgren

VISITOR OR PUBLIC COMMENT: None.

PUBLIC HEARINGS AND ACTION:

Acting Chairman Smith read the notice of hearing and asked for the staff report presentation for a Conditional Use Permit for a Temporary Office/Caretaker Unit:

Cedar Creek Industrial Park, LLC, is requesting a Conditional Use Permit to place a pre-fabricated Office/Caretakers unit within the existing industrial park. The property is located in the industrial park at 555 4th Avenue EN in Columbia Falls. The property is zoned CI-2 (Heavy Industrial) in the Columbia Falls Zoning Jurisdiction and the zoning regulations require a conditional use permit for the caretaker's facilities. The property is described as Parcel 3A of COS 21302 (Assessor's Tract 1C), in Section 9, Township 30 North, Range 20 West, P.M.M., Flathead County.

City Manager/Zoning Administrator Nicosia presented Staff report CCU-21-03 reviewing each of the Findings of Fact and Conditions. Nicosia reported that zoning code requires a CUP for a caretaker unit in the heavy industrial (CI-2) zone. The CUP process guarantees the residential use is compatible with the primary industrial use. The caretaker unit meets zoning regulations and Growth Policy uses. This residential use will provide housing for an employee that will act as a watchman for the industrial yard. This will deter crime. It is a one-bedroom unit and a family is not anticipated to occupy it. Nicosia reviewed the caretaker/watchmen unit regulations in the zoning code, noting that the application complied with each of the requirements.

There was no written or verbal public comment received.

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MINUTES OF THE REGULAR MEETING
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Acting Chairman Smith asked the Board if they have any questions for staff. Singer asked if paved parking was required in the industrial zones. Nicosia replied that it is required for the caretaker unit. A review of the site plan followed the paving discussion. Nicosia advised the Board that they could add a condition with the parking requirement if they felt it was necessary. The applicant, Scott Bye, stated that he could pave east of the office as this was closer to the caretaker unit. The Board decided that since the zoning code, paved parking did not need to be a condition.

Motion made by Singer to approve Staff Report CCU--21-03 as Findings of Fact, Seconded by Shepard. Voting Yea: Shepard, Nelson, Singer, Smith, and Lundgren.

Motion made by Nelson to approve recommend approval of the Conditional Use Permit with 6 Conditions to City Council, Seconded by Singer. Voting Yea: Shepard, Nelson, Singer, Smith, and Lundgren.

Acting Chairman Smith read the notice of hearing for a Conditional Use Request for a Six-Plex Apartment Building:

Adam Gardner is requesting a conditional use permit to construct a six-plex apartment building at 10 Diane Road in Columbia Falls. The property is zoned CRA-1 (Residential Apartment) and the zoning code requires a CUP to review parking, street improvements, parkland dedication and the like. A CUP was approved on this site in 2019 but expired before the apartments were developed. The property is described as Lot 178 of Hilltop Homes, Section 18, T30N, R20W, P.M.M., Flathead County

City Manager/Zoning Administrator Nicosia presented Staff report CCU-21-04 reviewing each of the Findings of Fact and Conditions. Nicosia noted the project had previously been approved but never built. The current applicant is utilizing a similar site and building plan, having only altered the roof line. The proposed 6-plex will look like the rest of the multi-family units on the street. Based on the calculation, the report anticipates an impact of two students, with the school district indicating there is no impact to the schools and it has a walkable route via the Talbot Rd bike path. The applicant will contribute \$1,000 to Horine Park. Nicosia reviewed the site plan, noting each unit will have an individual roll out trash can as there is not room for an enclosed, communal one. Nicosia reported that the building will be reviewed for compliance with the small building standards. This project meets zoning, the Growth Policy, and the Talbot Neighborhood Plan and staff recommends approval.

There was no written or verbal public comment.

Motion made by Singer to approve Staff Report CCU--21-04 as Findings of Fact, Seconded by Lundgren. Voting Yea: Shepard, Nelson, Singer, Smith, and Lundgren.

Motion made by Shepard to approve recommend approval of the Conditional Use Permit with 12 Conditions to City Council, Seconded by Singer. Voting Yea: Shepard, Nelson, Singer, Smith, and Lundgren.

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Nicosia discussed the schedule for the Transportation Plan meetings on September 27th, encouraging all Planning Board members to attend. She noted that the Transportation Plan will be a useful tool when reviewing development requests but it will not be adopted as part of the Growth Policy.

ADJOURNMENT

Motion made by Nelson to adjourn at 7:13 PM.

Acting Chairman

Attest:

Alex Vissotzky, Public Works Clerk