



ROOM A | 130 6TH STREET WEST
COLUMBIA FALLS, MT 59912

PHONE (406) 892-4391
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AGENDA
PLANNING BOARD AND ZONING COMMISSION REGULAR MEETING
TUESDAY, SEPTEMBER 14, 2021 BEGINNING AT 6:30 PM
COUNCIL CHAMBERS CITY HALL

NOTE: The Planning Board meeting will be held in the Council Chambers as well as by virtual meeting to provide for access as well as public health. Please contact Public Works Clerk Alex Vissotzky no later than 6 pm the night of the meeting to register for ZOOM meeting access information by calling (406) 892-4391 or email: vissotzkya@cityofcolumbiafalls.com

CALL TO ORDER AND ROLL CALL

APPROVAL OF MINUTES:

1. Approval of July 13, 2021 Regular Meeting Minutes

VISITOR OR PUBLIC COMMENT: (An opportunity for the Public to comment on any items not on tonight's agenda)

PUBLIC HEARINGS AND ACTION:

2. **A. Conditional Use Permit Request 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.

- A. Adopt Staff Report CCU-21-03 as Findings of Fact
- B. Recommend Approval of Conditional Use Permit to City Council

- B. Conditional Use Permit 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 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

- A. Adopt Staff Report CCU-21-04 as Findings of Fact
- B. Recommend Approval of Conditional Use Permit to City Council

Persons may testify at the hearing or submit written comments prior to the meeting. Written comment may be sent to Columbia Falls City Hall, Attention: Barb Staaland, City Clerk, 130 6th Street West, Room A, Columbia Falls, MT 59912. For more information call Eric Mulcahy, Columbia Falls City Planner at 755-6481.

ADJOURNMENT

Next Regular Planning Board Meeting – October 12, 2021

NOTE: Transportation Plan Public Meetings:

September 27th - 10 am Open House

12 to 1 pm - Lunch & Learn with presentation to Council

5 - 7 pm - Open house with formal presentation at 6 pm

**CITY OF COLUMBIA FALLS
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HELD JULY 13, 2021**

CALL TO ORDER AND ROLL CALL

Chairman Vukonich called the meeting to order at 6:30 p.m.

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

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

APPROVAL OF JUNE 15, 2021 REGULAR MEETING MINUTES:

Chairman Vukonich stated that the statement on family transfers on the top of page 2 was unclear and wished to amend the minutes accordingly. Mulcahy noted that it should read one transfer per family member per county.

Motion made by Shepard to amend page 2 of the minutes as recommended. Seconded by Duffy.

Voting Yea: Vukonich, Shepard, Byrd-Rinck, Nelson, Smith, Kavanagh, Duffy.

Motion made by Duffy to Approve the June 15, 2021 Minutes as amended, Seconded by Shepard. Voting Yea: Vukonich, Shepard, Byrd-Rinck, Nelson, Smith, Kavanagh, Duffy.

VISITOR OR PUBLIC COMMENT: None.

PUBLIC HEARINGS AND ACTION:

Chairman Vukonich read the notice of hearing and asked for the staff report presentation for CZC-21-05 and CCU-21-02:

Zone Change:

The applicant, Toby Gilchrist, is requesting a zone change for 302 Meadow Lake Boulevard from the current CR-5 two-family designation to a CRA-1 multi-family residential designation. The applicant amended the application that was reviewed by the Planning Board in February. The vacant property is approximately 2.5 acres in size and is located approximately ¼ mile north of Highway 2 on Meadow Lake Blvd. The property is described as Assessors' Tract's 2BDEA and 2BDAEA of Section 7, Township 30 North, Range 20 West, P.M.M., Flathead County.

Conditional Use Permit:

The applicant, Toby Gilchrist, is requesting a Conditional Use Permit to construct 36 units of apartments in two buildings, eighteen units in each building. The applicant amended the application that went before the Planning Board in February. The proposed two-story apartments will access Meadow Lake Blvd at the intersection with Best Way. The vacant property is approximately 2.5 acres in size and is located approximately ¼ mile north of Highway 2 at 302 Meadow Lake Blvd. The property is described as Assessors' Tract's 2BDEA and 2BDAEA of Section 7, Township 30 North, Range 20 West, P.M.M., Flathead County.

City Planner Mulcahy presented Staff Reports CZC-21-05 and CCU-21-02 reviewing each of the Findings of Fact and Conditions. Mulcahy noted that the requested zone change from CR-5 Two Family Residential to CRA-1 Residential Apartment complies with the 2019 Growth Policy. There is property zoned as CR-5 to the north and a surrounding mix of CR-3, CR-1, CI-1 and CI-2. With the current zoning the area already has the

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possibility of higher density housing. This project had a hearing earlier in the year but the Board denied the staff report based on traffic and pedestrian concerns. As the project was less than 40 units, the City had not required a Traffic Impact Study (TIS) to be completed before the February hearing. The applicant withdrew the project and further addressed issues raised by the Planning Board as well as having a Traffic Impact Study (TIS) completed. The TIS found there was no decrease in services by adding the proposed 36 apartments. The applicant added plans for a tot lot and a primitive interior walking path. Planner Mulcahy noted that the children will attend Ruder Elementary school and not Glacier Gateway, as was discussed in the previous hearing.

Chairman Vukonich asked the Board if they have any questions for staff. Kavanagh asked what the current density was based on zoning. Mulcahy stated it was currently CR-5, a two-family zone, so the two lots could currently have 4 houses without having to subdivide. Mulcahy noted that this property is a transitional use, creating beneficial use to the single family residences by buffering the visual and sound from the industrial area. Board discussed possible for higher density under the current CR-5 zoning than that proposed in the application. Vukonich noted that the Growth Policy designated this area as higher density. Duffy asked about the site distance needed at the entrance of the project, clearing of the property, and if the area needed grading. Mulcahy noted that the applicant has indicated that the area will likely be clear cut; no grading is needed but maybe some limb and shrub removal. Discussion ensued on who would maintain the site distance clearing. Board will consider adding a condition. Shepard questioned if the applicant and the Garnier Heights Subdivision had met with the County about the problem roads. Mulcahy replied that he was not sure if they had. The City has talked to the Flathead County Road Department Director about an expanded path but there is currently no funding for additional paths. Vukonich asked Mulcahy to summarize the changes made from the previous proposal. Mulcahy noted that during the previous hearing the applicant did not have a completed TIS as it was not required by the City. He noted that the TIS addressed the main concerns of the Board. The applicant also looked at a 4-way intersection at Meadow Lake Blvd and have aligned the driveway to Best Way. The applicant also addressed recreation on site as well as school transportation. Mulcahy also noted that the conditions include installing the water main extension to include a primitive path. Shepard noted this area is in the comprehensive Transportation Plan that is currently being developed with MDOT and Flathead County.

Chairman Vukonich asked if the applicant wished to address the Board. Aaron Wallace of 406 Creative represented the applicant. He noted that the staff report, not the zone change or CUP, was denied in the previous meeting. The applicant has completed a TIS and addressed the neighbors' concerns. The plan is for two 8-unit apartments buildings. Each building will consist of 8 two-bedroom units, 2 studio apartments, 2 1-bedroom units, and 6 3-bedroom units. Each unit will have the required 2 parking spots. They will be 2 stories, similar to single family residences, and have a natural tone to them. The applicant stated that the goal for these apartments is to provide long-term rentals at market rates for people that work here. He discussed the site plan and building layout. They will keep as many trees as possible to use as a buffer to neighboring properties. A six-foot tall privacy fence will be installed along the perimeter. A primitive walking path will weave through the buffer trees and a tot lot has been added to the property. Wallace discussed the clear vision triangle (CVT) compliance for the property. He noted that while the applicant is an advocate for a solution to the pedestrian issues, it is a larger issue than just this development.

Chairman Vukonich asked the Board if they had any questions for the applicant. Duffy asked about the distance between the road pavement and the properties sidewalk, is there room for widening the road? The applicant stated it is a conceptual drawing but they are open to move it so it could have less grading. Wallace then stated the max lot coverage is 40% and they are using 25%. The project is allowed in the requested zone and also

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meets the 2019 Growth Policy. Shepard asked if the neighbors had been consulted. The applicant talked on the phone with the northern neighbors and restated the improvements made to the project proposal. Kavanagh asked about site grading and the retaining walls shown on the site plan. Wallace stated that it will be slab on grade and the retaining wall will allow patios to be on the same grade. Vukonich asked about the lack of a southern perimeter fence. Wallace replied that the lot to the south is open for development and has a steep grade. They would like to leave their options open unless the fence is required. Kavanagh said the vegetation buffer to the neighboring properties could be increased and asked if the large 2nd story windows on the west side could create a privacy issue. Wallace said they are flexible on the internal landscaping and want to save as many trees as possible, but also doesn't want dark areas to create security issues. One of the two western windows could be moved. Wallace noted that there already could be a 2nd floor window privacy issue with a standard single-family home under the current zoning. Kavanagh asked about the interior primitive walking path and the vegetative buffer. Wallace noted that the drawing shows the path along the perimeter but it will weave through the trees, be roughly 2 feet wide and will be built so it doesn't remove the vegetative buffer.

Toby Gilchrist, the owner/ applicant. He thanked the Board for the hearing. He said he spoke with the northern neighbor on the phone. They were concerned with parking, a fence, and overall design. Once shown the site plan he noted that they were ok with the design. The aerial view of the CVT is different than on the ground. Most of the CVT area is currently small shrubs. He said he chose the property based off the 2019 Growth Policy and it is a good mix of units for families. Duffy asked Brent Foley, the civil engineer, about the fire access. Foley said Fire Chief Weeks had approved the plan and that the buildings were sprinkled.

Chairman Vukonich opened the Public Hearing at 7:36 PM. There were 4 written comments.

Brooke Stearns-Lawson. 292 Meadowlake Blvd. She reported that she is the northern neighbor. She had questions on if the TIS considered Garnier Heights, if it looked at present and future growth, where the bus stop was, and about overflow parking. She stated that Meadow Lake Blvd's problems need to be addressed before more growth. She asked if the project could hold off until the Transportation Plan was completed. The sidewalk stopping at her property could cause an issue. It was hoped the CVT would only affect 2 trees on her property or it would change her amount of privacy on her own property.

Jelani Lawson. 292 Meadowlake Blvd. He noted that he had a positive conversation with the applicant Toby Gilchrist on the phone. The pedestrian path inside the fence is a concern to him. He said it might be better on the inside of the landscaping instead of next to the fence. He understands vehicles are essential to live in Montana, so he is concerned with visitor parking. Between this project and Garnier Heights there will be around 140 new units. This adds a lot more people to one street. He discussed traffic issues and said the two projects could add 500-600 new people.

Aaron Wallace, 406 Creative. The primitive path shown is in a conceptual location. As for the overflow parking, most projects require less than what this one does. The residents tend to self-regulate, such as they do at the Highline apartments.

Nikki Lintz, manager of the Highline Apartments and others in Whitefish. Overflow parking is not an issue at these other apartment locations. Not everyone is allocated 2 parking spots. For example, a studio would get one spot and not everyone is home at the same time.

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Jelani Lawson, 292 Meadowlake Blvd. Those locations also have fairly close on street parking. The closest possible parking is across the highway at Super 1. That would only add more trips to pick up visitors.

Chairman Vukonich closed the Public Hearing at 7:53 PM.

Kavanagh said the project meets the Growth Policy and while it would be good to have the Transportation Plan adopted, the area could already have higher density with the current zoning. City Attorney Breck discussed the importance of the Growth Policy noting that developers and investors rely upon the document to plan growth. Attorney Breck noted that a project cannot be denied on the basis of something the state, county or city has not done; if so, it would not hold up in court noted Breck. Breck also noted that Garnier Heights to the north was just approved and it is a larger project. Kavanagh stated the completed comprehensive Transportation Plan will help the area but the City can't enforce a plan that does not exist.

Motion made by Duffy to approve CZC-21-05 as Findings of Fact, Seconded by Shepard.
Voting Yea: Vukonich, Shepard, Byrd-Rinck, Nelson, Smith, Kavanagh, and Duffy.

Motion made by Kavanagh to approve CZC-21-05 to City Council, Seconded by Duffy.
Voting Yea: Vukonich, Shepard, Byrd-Rinck, Nelson, Smith, Kavanagh, and Duffy.

Motion made by Shepard to approve staff report CCU-21-02 as Findings of Fact, Seconded by Nelson.
Voting Yea: Vukonich, Shepard, Byrd-Rinck, Nelson, Smith, Kavanagh, and Duffy.

Motion made by Duffy to add Condition 18: Applicants will provide long-term maintenance of the foliage in Meadow Lake Blvd for the site of distance. Seconded by Shepard. Voting Yea: Vukonich, Shepard, Byrd-Rinck, Nelson, Smith, Kavanagh, and Duffy.

Motion made by Kavanagh to add Condition 19: (Identical to Garnier Heights) The applicants shall request the Montana Department of Transportation to consider signalizations and timing movements at Hwy 2 and Meadow Lake Boulevard. Seconded by Shepard. Voting Yea: Vukonich, Shepard, Byrd-Rinck, Nelson, Smith, Kavanagh, and Duffy.

Kavanagh asked about cash-in-lieu for the sidewalk to add to a larger area project, similar to what the Board approved for Garnier Heights. The applicant concurred with this thought. Mulcahy said this would be similar to what was done in the Scenic View and Talbot Rd areas.

Motion made by Kavanagh to add Condition 20: (City Staff will duplicate the Garnier Heights language) At the City's discretion, cash in lieu of installing a sidewalk can be explored along the Meadow Lake Blvd. Seconded by Shepard. Voting Yea: Vukonich, Shepard, Byrd-Rinck, Nelson, Smith, Kavanagh, and Duffy.

Motion made by Byrd-Rinck to add Condition 21: Applicants will work with School District 6 on appropriately siting a bus stop. Seconded by Nelson. Voting Yea: Vukonich, Shepard, Byrd-Rinck, Nelson, Smith, Kavanagh, and Duffy.

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Motion made by Kavanagh to approve CCU-21-02 with Conditions to City Council, Seconded by Shepard.
Voting Yea: Vukonich, Shepard, Byrd-Rinck, Nelson, Smith, Kavanagh, and Duffy.

ADJOURNMENT

Motion made by Nelson to adjourn at 8:28 PM, seconded by Kavanagh.

Chairman,

Alex Vissotzky | Public Works Clerk

DRAFT

CITY OF COLUMBIA FALLS
NOTICE OF PUBLIC HEARINGS

Item No.2.

The Columbia Falls City-County Planning Board will hold public hearings for the following items at their regular meeting on Tuesday, September 14, 2021 at 6:30 p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold subsequent hearings on September 20, 2021 starting at 7:00 p.m. in the same location.

1. **Conditional Use Permit Request 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.
2. **Conditional Use Permit 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 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

Persons are allowed to attend the hearings in person and present comment. Persons are also allowed to submit written comments prior to the meeting. Written comments carry the same weight as public testimony given during the hearing. Written comments may be sent to Columbia Falls City Hall, Attention: Barb Staalnd, City Clerk, 130 6th Street West, Room A, Columbia Falls, MT 59912 or via email: staalandb@cityofcolumbiafalls.com. For more information on the proposed applications, please call or email Eric Mulcahy, Columbia Falls City Planner at 755-6481 or eric@sandssurveying.com.

DATED this 12th day of August, 2021

Susan Nicosia

Susan Nicosia, City Manager/Planning & Zoning Administrator
COLUMBIA FALLS CITY-COUNTY PLANNING BOARD

Publish: [Daily Interlake Sunday August 29th 2021.](#)

**CONDITIONAL USE PERMIT REQUEST
COLUMBIA FALLS AREA ZONING JURISDICTION**

Item No.2.

**COLUMBIA FALLS PLANNING OFFICE STAFF REPORT #CCU-21-03
CEDAR CREEK INDUSTRIAL PARK – CARETAKERS UNIT
September 2, 2021**

A report to the Columbia Falls City-County Planning Board and Zoning Commission and the Columbia Falls City Council regarding a request to permit a conditional use located at 555 4TH Avenue EN. The Conditional Use request is scheduled for a public hearing before the Planning Board on Tuesday, September 14, 2021 at 6:30 PM and Columbia Falls City Council on Monday, September 20, 2021 at 7:00 p.m.

BACKGROUND INFORMATION

A. PETITIONERS

Cedar Creek Industrial Park
Attn: Scott Bye
P.O. Box 2689
Columbia Falls, MT 59912

B. PETITIONER'S TECHNICAL ASSISTANCE

None given

C. LOCATION/DESCRIPTION

The property is located at 555 4th Avenue EN in the Cedar Creek Industrial Park. 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

D. REQUEST

The applicants are petitioning for a Conditional Use Permit to allow the owner to place a 12 by 68 manufactured home that will be used as a caretaker's residence and an office. A caretaker's residence requires a conditional use permit in the Industrial zone and is subject to Chapter 18.446 of the Special Provision Section of the Zoning Code.

E. NATURE OF THE REQUEST

As required by the CI-2 (Heavy Industrial) zoning rules, a Conditional Use Permit is required for the construction of caretaker's facility. The intent of the Conditional Use Permit is to address compatibility with the industrial use and ensure that the residential use is tied to the existing land use. In general a residential use in close proximity but not associated with the industrial use will complain about impacts of the industrial use.

F. EXISTING LAND USE

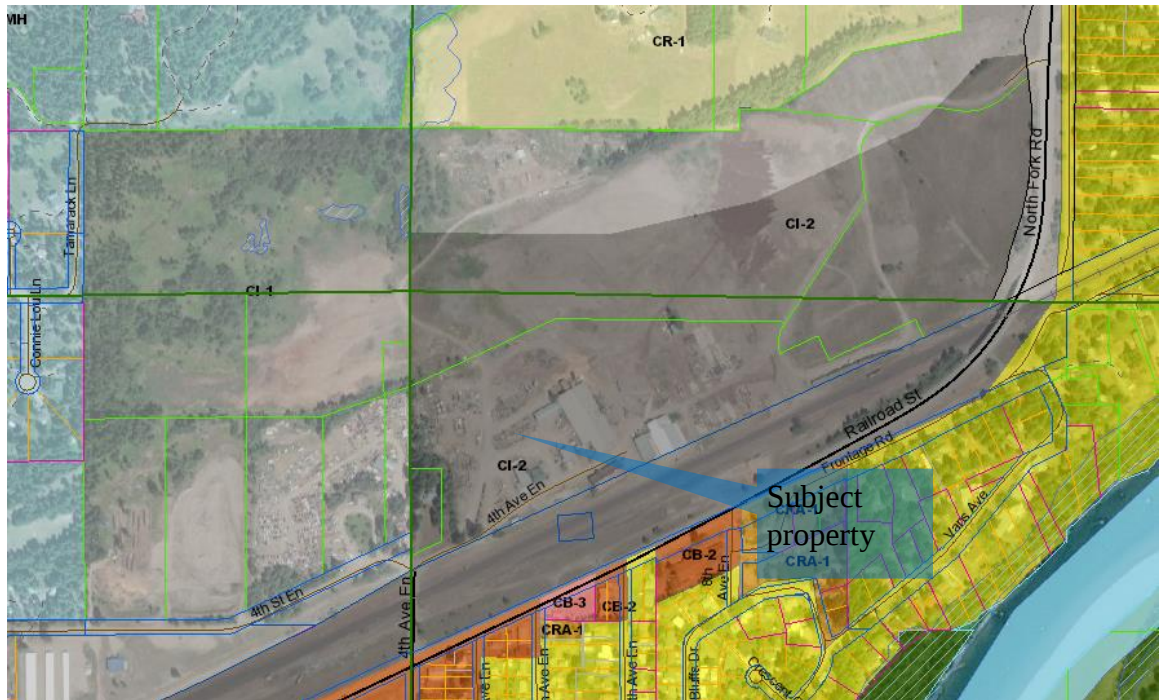
Cedar Creek Industrial Park was formerly a lumber mill site that has converted into an industrial park when the Mill closed. Currently there are several businesses using the industrial park.



Cedar Creek Industrial Park

G. ADJACENT ZONING AND LAND USE:

The property is located within a CI-2 (Heavy Industrial) zone in the northern edge of the City. The subject parcel and location of the caretakers facility is surround by CI-1 and CI-2 (Light and Heavy Industrial) zoning. The site is surrounded by wreacking yards, heavy equipment yards, the BN railroad and other industrial uses.



Source Flathead County GIS Subject

H. **GROWTH POLICY DESIGNATION:**

Growth Policy designates this area Industrial and the proposed caretaker's facility with temporary office space is a suitable accessory use for this industrial area. The proposed use is in conformance with the Growth Policy Designation.

I. **UTILITIES/SERVICES:**

Sewer: City Sewer is available
 Water: City Water is available
 Solid Waste: Private Contract Hauler
 Police: Columbia Falls Police
 Fire: Columbia Falls Fire Department

EVALUATION BASED ON REQUIRED CRITERIA

18.210.080 Criteria Required for Consideration of a Conditional Use Permit:

A Conditional Use Permit may be granted only if the proposal, as submitted, conforms to all of the following general Conditional Use Permit criteria, as well as to all other applicable criteria that may be requested.

- a. Site Suitability. (That the site is suitable for the use) This includes:

- i) Adequate Usable Space: According to the application, the proposed manufactured home will be set just north of the existing machine shop and adjacent to neighboring office spaces for Woodtech and CCI. Assessor's Tract 1C is 33 acres in size so there is ample room for the building and associated parking.
 - ii) Adequate Access: As indicated in the application there is access to the proposed building site from existing driveways.
- Parking Lots: The applicant proposes parking for the development on-site. The 33 acre parcel has plenty of available parking.
- Pedestrian Access: There are no designated pedestrian paths within the industrial park. As this is an area with heavy machinery, large tools, and welding taking place outdoors, this is not a place where we would encourage pedestrian travel not associated with the businesses located in the facility.
- iii) Absence of Environmental Constraints: the site of the caretakers unit/office is located in an area absent of environmental constraints. There is no floodplain, steep slopes, wetlands, or other environmental issues.
- b. Appropriateness of Design. The site plan for the proposed use will provide the most convenient and functional use of the lot. Consideration of design should include:
- i) Parking Scheme: The proposed use is required to provide two parking spaces for the residence. There is ample parking located all around the 33 acre parcel. Most likely the resident /employee will park right in front of the manufactured home
 - ii) Required parking for Caretaker Facility (18.446.010.6) is a minimum of two spaces. On the site visit there is ample parking all around the site.
 - iii) Traffic Circulation: Access to the industrial park is via 4th Avenue EN which is a City Street to the entrance of the park.
 - iv) Open Space: The proposed caretaker facility is intended to provide protection of property and equipment within the subject property. This is not a typical residential use that requires open space. No open space is required
 - v) Fencing/Screening: No fencing is proposed or required for the caretaker's facility.
 - vi) Landscaping: No landscaping is proposed or required for the caretaker's facility.
 - vii) Signage: The proposed use will not change the existing signage at the industrial park.

- c. Availability of Public Services and Facilities. The following services and facilities are to be available and adequate to serve the needs of the use as designed and proposed:
- i. Schools: As an industrial park caretakers unit with temporary office, most likely this would not be used as a family residence and as such should not generate any school aged children.
 - ii. Parks and Recreation: The applicants are not proposing any significant open space or recreational amenities on-site nor would they be expected in an industrial park of this nature.
 - iii. Police: The Columbia Falls Police Department is responsible for the proposed development. The intended use would most likely help police and fire by keeping unwanted people from entering the industrial park. The caretaker's job is to protect the property from thieves and vandals.
 - iv. Fire Protection: The Columbia Falls Fire Department provides fire protection to this neighborhood. The Columbia Falls Building Inspector and Fire Marshal will review the development for all building and fire code requirements.
 - v. Water: City water service is in the industrial park. Water service will need to be reviewed by the City of Columbia Falls Public Works Department
 - vi. Sewer: There is no public sewer north of the railroad tracks. The applicants will need to install an on-site septic system. The system will need approval and a permit from the Flathead City County Health Department.
 - vii. Solid Waste: The caretaker's facility will use existing solid waste receptacles within the park.
- d. Immediate Neighborhood Impact. The proposed use is an intended accessory use to the industrial park. As the use is intended to protect the industrial park the impact can only be considered positive.
- e. Typical negative impacts which extend beyond the proposed site include, but are not limited to:
- i) Excessive Traffic Generation: The single unit will not generate excessive traffic and no more traffic than a typical employee of the industrial park.
 - ii) Noise or Vibration: The caretakers/office will be the least noisy use in the industrial park.
 - iii) Dust, Glare, Or Heat: No change to existing conditions is anticipated.
 - iv) Smoke, Fumes, Gas, and Or Odors: No change to existing conditions is anticipated.
 - v) Inappropriate Hours of Operation: Typical of residential use.

- vi) Signage: 18.438.010 Permitted Signs in Zoning Districts allows the applicant to have signs that comply and do not to exceed the standards of section 18.438.080(c.).

APPLICABLE REGULATIONS

Chapter 18.446 Watchman/caretakers units.

1. The watchman/caretakers unit may consist of an attached apartment, freestanding residence or Class A and B manufactured home. Only one caretakers unit is allowed per use or ownership.
2. Manufactured homes shall be property anchored and skirted and may require a permanent foundation
3. The caretakers unit shall be secondary or accessory in nature to the primary commercial or industrial use of the property.
4. The caretakers unit shall be placed on the same lot as the commercial or industrial primary use; however, if the unit is placed on an adjacent lot, it shall be tied to the primary commercial or industrial lot with a deed restriction.
5. The caretakers unit shall not be sold off separately or severed from the commercial or industrial use of the property.
6. The caretakers unit shall provide two off-street parking spaces and comply with the access, paving, and parking requirements of the zone.
7. The caretakers unit shall abide by all setback and height requirements of the zone.

The proposed application will place a single Class B manufacture home on the property. The manufactured home will be skirted and set per manufactured specification. The caretakers use is accessory to the industrial park and is located on the same 33 acre parcel as the industrial uses. There is ample parking and existing access. The use meets setback and height standards.

SUMMARY

The requested Conditional Use permit is for a caretaker's unit/temporary office space. Staff recommends that the CUP be approved based upon the information presented in the attached application and a review of the property and the associated findings of fact.

1. The proposed use is accessory to the industrial use of the property and complies with the growth policy designation of industrial.
2. There are no environmental constraints on the property.
3. Access and parking already exist on the 33 acres.
4. The proposed caretakers unit will not impact the public services or service providers.

RECOMMENDATIONS

In accordance with 18.210.100 the Columbia Falls Planning Board and City Council must make a finding of fact for the items enumerated in the "evaluation based on criteria."

Staff recommends that the Planning Board adopt this report as findings of fact and send a recommendation for approval of the CUP with conditions to the Columbia Falls City

Council. The granting of this conditional use is contingent upon the facilities initial and continued compliance with the following conditions of approval:

1. The applicant shall develop the project as proposed, except as modified by these Conditions.
2. Manufactured homes shall be property anchored and skirted as required in the manufacturer's specifications.
3. The caretakers unit shall not be sold off separately or severed from the commercial or industrial use of the property.
4. The applicant shall secure approval for water service from the City of Columbia Falls Public Works Department.
5. The applicant shall secure approval from the Flathead City County Health Department for the septic system.
6. The Conditional Use Permit shall terminate 18 months from the date of issuance if commencement of the authorized activity has not begun.



Planning Department

130 6TH STREET WEST
ROOM A
COLUMBIA FALLS, MT 59912

PHONE (406) 892-4391

FAX (406) 892-4413

Sept. 14th - PR
Sept 20th - Cancel
Item No.2.

APPLICATION FOR CONDITIONAL USE PERMIT

FILING FEE ATTACHED \$ 700.00

PROPOSED USE: TEMPORARY OFFICE / CARE TAKER

(Describe in detail, indicate if continued to attached pages)

OWNER(S) OF RECORD:

Name: CEDAR CREEK INDUSTRIAL PARK, LLC

Mailing Address: PO BOX 2689

City/State/Zip: COLUMBIA FALLS, MT 59912 Phone: 892-3856

PERSON(S) AUTHORIZED TO REPRESENT THE OWNER(S) AND TO WHOM ALL CORRESPONDENCE IS TO BE SENT:

Name: SCOTT BYE

Mailing Address: PO BOX 2689

City/State/Zip: COLUMBIA FALLS, MT 59912 Phone: 450-3822

LEGAL DESCRIPTION OF PROPERTY (Refer to Property Records):

Street Address 555 4TH AVENUE Tract 3A

Block _____ Lot _____

Subdivision Name _____

Section 09 Township 30 Range 20

18.210.090 Burden of proof.

The burden of proof for satisfying the aforementioned criteria shall rest with the applicant and not the planning board. The granting of a conditional use permit rests in the discretion of the city council as to whether or not the proposal conforms to the criteria and requirements set forth in Chapter 18.210.080

The Applicant is responsible for providing sufficiently complete information (see 18.210.090). Attached is the *Required Criteria for Conditional Use Application* the Planning Board and Council must use to create a "Finding of Fact" in making a decision. Please review the Criteria carefully before providing the following information and documents.

1. Zoning District and Zoning Classification in which use is proposed: HEAVY INDUSTRIAL

2. Attach a plan of the affected lot which identifies the following items:

- Surrounding land uses.
- Dimensions and shape of lot.
- Topographic features of lot.

- d. Size(s) and location(s) of existing buildings.
- e. Size(s) and location(s) of proposed buildings.
- f. Existing use(s) of structures and open areas.
- g. Proposed use(s) of structures and open areas.
- h. Existing & proposed landscaping and fences.

3. On a separate sheet of paper, discuss the following topics relative to the proposed use:

- a Traffic flow and control.
- b Access to and circulation within the property.
- c Off-street parking and loading.
- d Refuse and service areas.
- e Utilities.
- f Screening and buffering.
- g Signs, yards and other open spaces.
- h Height, bulk and location of structures.
- i Location of proposed open space uses.
- j Hours and manner of operation.
- k Noise, light, dust, odors, fumes and vibration.
- l If the application is for a home occupation conditional use permit provide the following information:
 - 1 Number of employees that will work on the premises.
 - 2 Number of employees that are not family members residing at the premises.
 - 3 Estimated number and frequency of clients/patrons that will visit the on-site business.
 - 4 How much area will be used for the business. Compared to the area used for residential purposes.

4. Attach supplemental information for proposed uses that have additional requirements.

I hereby certify under penalty of perjury and the laws of the State of Montana that the information submitted herein, on all other submitted forms, documents, plans or any other information submitted as a part of this application, to be true, complete, and accurate to the best of my knowledge. Should any information or representation submitted in connection with this application be incorrect or untrue, I understand that any approval based thereon may be rescinded, and other appropriate action taken. The signing of this application signifies approval for the planning staff to be present on the property for routine monitoring and inspection during the approval and development process.

Applicant Signature EDB. for S. Rye

Date 7/16/21

Required Criteria for Conditional Use Application

18.210.080 Criteria required for consideration of a conditional use permit.

A conditional use permit may be granted only if the proposal, as submitted, conforms to all of the following general conditional use permit criteria, as well as to all other applicable criteria that may be requested.

- A. Site Suitability. That the site is suitable for the use. This includes:
 1. Adequate usable space,
 2. Adequate access, and
 3. Absence of environmental constraints.
- B. Appropriateness of Design. The site plan for the proposed use will provide the most convenient and functional use of the lot. Consideration of design should include:
 1. Parking scheme,
 2. Traffic circulation,
 3. Open space,
 4. Fencing/screening,
 5. Landscaping, and
 6. Signage.
- C. Availability of Public Services and Facilities. The following services and facilities are to be available and adequate to serve the needs of the use as designed and proposed:
 1. Sewer,
 2. Water,
 3. Storm water drainage,
 4. Fire protection,
 5. Police protection, and
 6. Streets.
- D. Use will not be detrimental to abutting properties in particular and the neighborhood in general. Typical negative impacts which extend beyond the proposed site include, but are not limited to:
 1. Excessive traffic generation,
 2. Noise or vibration,
 3. Dust, glare, or heat,
 4. Smoke, fumes, gas, or odors, and
 5. Inappropriate hours of operation
 6. Economic impacts if the building is a large building with a minimum floor area of 60,000 square feet.

INSTRUCTIONS FOR CONDITIONAL USE PERMIT APPLICATION**Conditional Use Permit**

1. A pre-application meeting with the planning director or member of the planning staff is required.
2. Submit the correct fee, (per schedule below) completed application and appropriate attachments to the Planning Office (address on the front of this form).
3. Application for **Conditional Use Permit** must be completed and submitted a minimum of thirty-five **(35) days prior** to the planning board meeting at which this application will be heard. The regularly scheduled meeting of the planning board is the Tuesday after the second Monday of each month.
4. After the planning board hearing, the application is forwarded with the board's recommendation to the city council for hearing and final action.
5. Once the application is complete and accepted by the planning staff, final approval usually takes 60 days, but never more than 90 days.

Administrative Conditional Use Permit (Home Occupation, Temporary Use, and Minor Expansion of Non-Conforming Uses.)

1. A pre-application meeting with the planning director or member of the planning staff is required.
2. Submit the correct fee, (per schedule below) completed application and appropriate attachments to the Planning Office (address on the front of this form).
3. Once the application is complete and accepted by the planning staff, final approval usually takes 30 days, provided that issues raised during the public comment period can be mitigated. If mitigation is not satisfactorily accomplished then a Conditional Use Permit may be submitted.

Fees:

Conditional Use Permit:

Single-family (10 or fewer trips/day) \$550

Minor Residential (2-4 units or 11-49 trips/day) \$600

Major residential (5 or more units or 50+ trips/day) \$600 + \$50/unit or every 10 trips

Churches, schools, public and quasi- public uses \$700

Commercial, industrial, medical, golf courses, etc. \$650 + \$50/acre or unit or \$.05/sq ft of leased space over 5,000 sq ft, whichever is greatest

Renewal of CUP exp last 24 mos \$100

Administrative Conditional Use Permit:

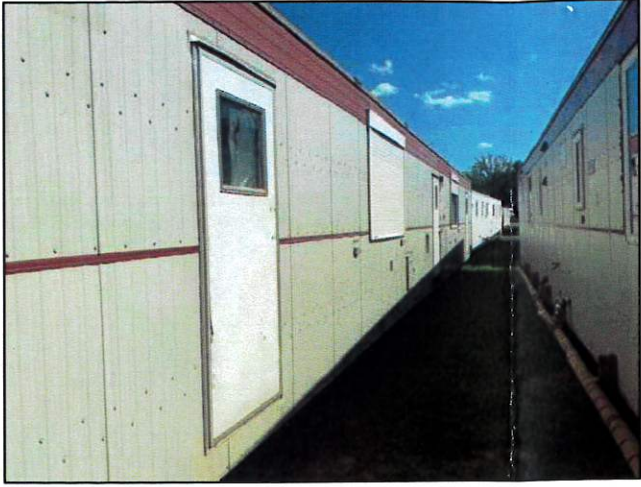
Residential \$325

Commercial/Industrial \$375

After the Fact Permit \$500



BUILDING HEAT/COOL



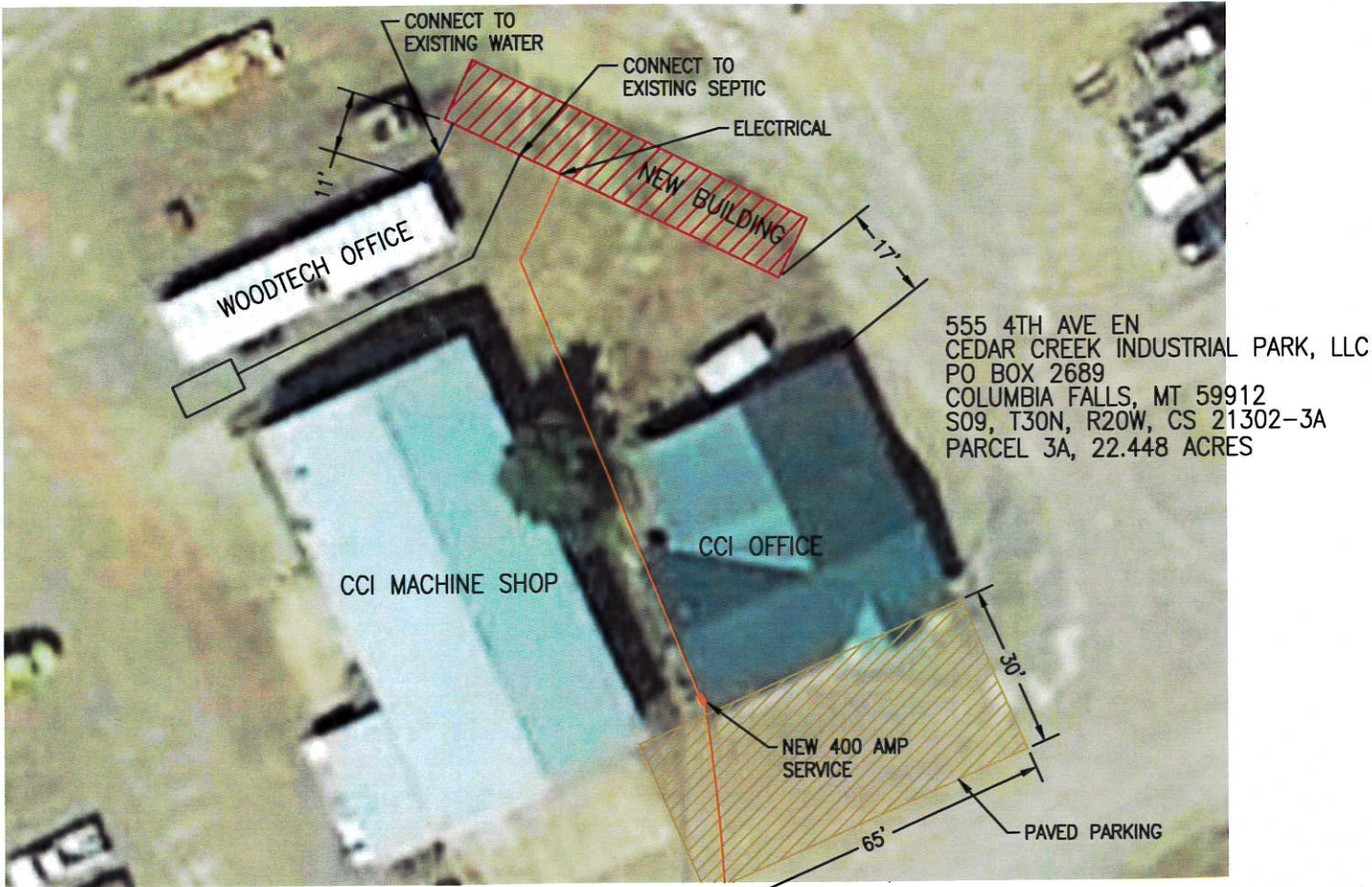
BUILDING OUTSIDE



KITCHEN AREA



INSIDE BUILDING



NEW BUILDING LOCATION

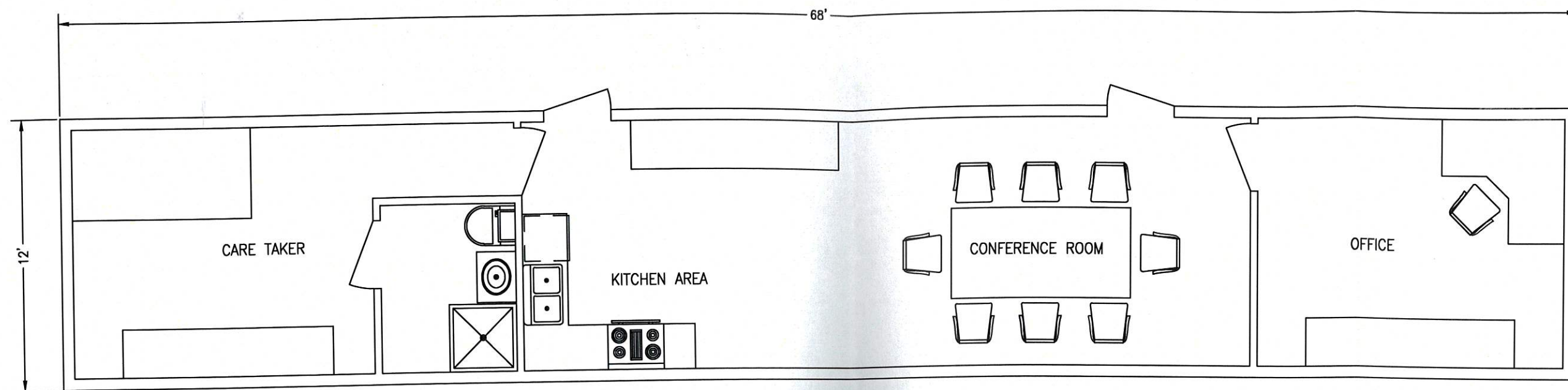


SITE LAYOUT

REV				REVISION DESCRIPTION		DATE	BY

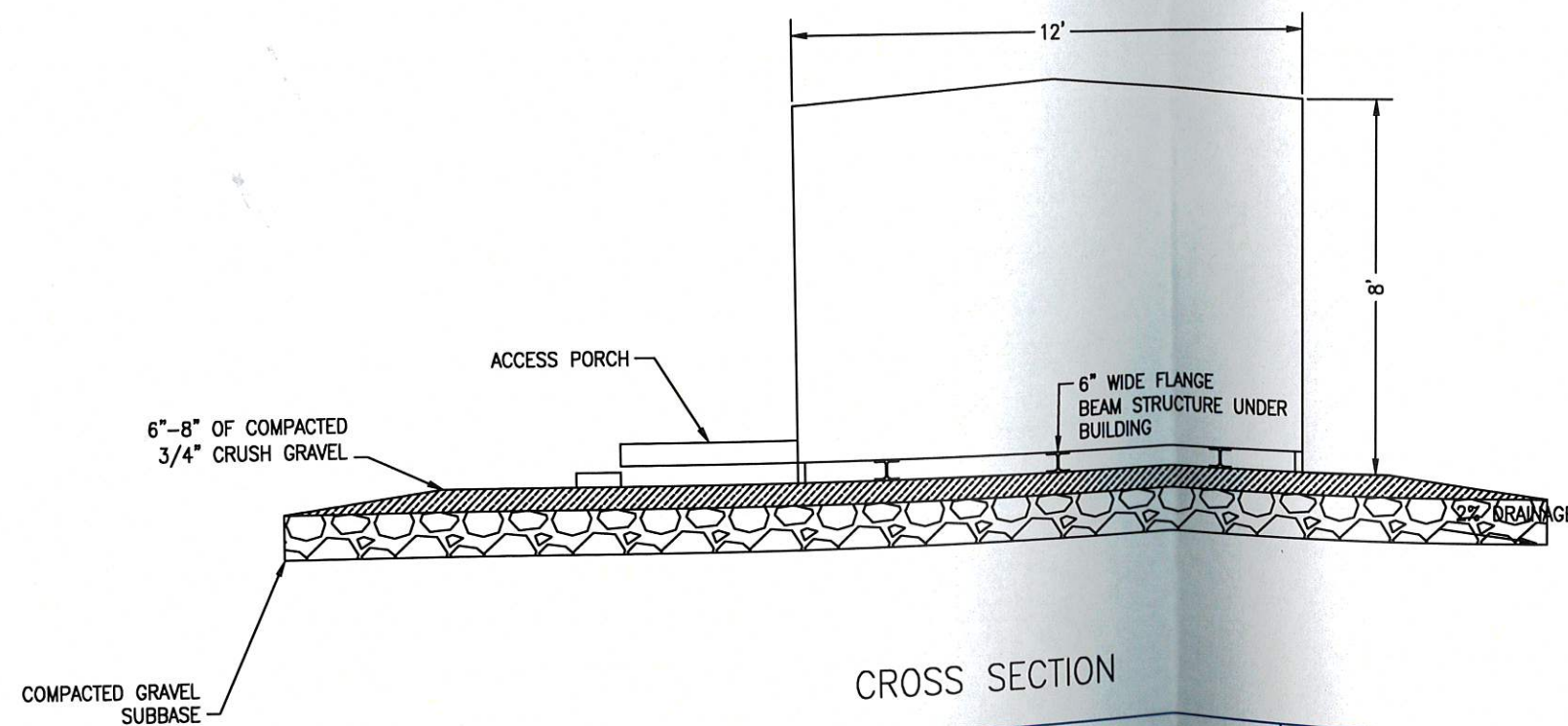
PROPRIETARY & CONFIDENTIAL		UNLESS OTHERWISE SPECIFIED: DIMENSIONS ARE IN INCHES TOLERANCES: FRACTIONAL: $\pm 1/32"$ ANGULAR: MACH $\pm 0.1^\circ$ FAB $\pm 0.5^\circ$ TWO PLACE DECIMAL: $\pm 0.01"$ THREE PLACE DECIMAL: $\pm 0.005"$ DO NOT SCALE DRAWING	
THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF COLUMBIA CONSTRUCTION. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF COLUMBIA CONSTRUCTION IS PROHIBITED.		COLUMBIA CONSTRUCTION COLUMBIA FALLS, MT PROPOSED SITE IMPROVEMENTS ADDITIONAL OFFICE UNIT	

COLUMBIA CONSTRUCTION P.O. BOX 2689, 455 4th AVE. E. N., COLUMBIA FALLS, MT, 59912, Ph. 406-892-3856			
DATE: 7/8/21	SIZE: B	DWG. NO. CCI-SITE-001	REV: -
DRAWN: MDS	SCALE: NOTED	SHEET 1 OF 1	



FLOOR PLAN

SKID MOUNTED MAN CAMP TEMPORARY OFFICE
AUBURN MODEL 12' X 68'
SNOW LOAD RATING= 65 PSF
WORKING TO GET MORE INFO ON STRUCTURE



CROSS SECTION

PROPRIETARY & CONFIDENTIAL

THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF COLUMBIA CONSTRUCTION. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF COLUMBIA CONSTRUCTION IS PROHIBITED.

UNLESS OTHERWISE SPECIFIED:
DIMENSIONS ARE IN INCHES
TOLERANCES:
FRACTIONAL: $\pm 1/32"$
ANGULAR: MACH $\pm 0.1"$ FAB $\pm 0.5"$
TWO PLACE DECIMAL: $\pm 0.01"$
THREE PLACE DECIMAL: $\pm 0.005"$

DO NOT SCALE DRAWING

COLUMBIA CONSTRUCTION
COLUMBIA FALLS, MT

PROPOSED SITE IMPROVEMENTS
ADDITIONAL OFFICE UNIT

COLUMBIA CONSTRUCTION

P.O. BOX 2689, 455 4th AVE. E. N., COLUMBIA FALLS, MT, 59912, Ph. 406-892-3856

DATE:	7/8/21	SIZE	DWG. NO.	REV
DRAWN:	MDS	B	CCI-SITE-002	-
		SCALE:	NOTED	SHEET 1 OF 1

REV	REVISION DESCRIPTION	DATE	BY
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130 6TH STREET WEST
ROOM A
COLUMBIA FALLS, MT 59912

Planning Department

PHONE (406) 892-4391

FAX (406) 892-4413

Item No.2.

August 23, 2021

Re: Public hearing notice for a Condition Use Permit Request for a Caretakers Unit in the Cedar Creek Industrial Park.

Dear Adjacent Property Owner:

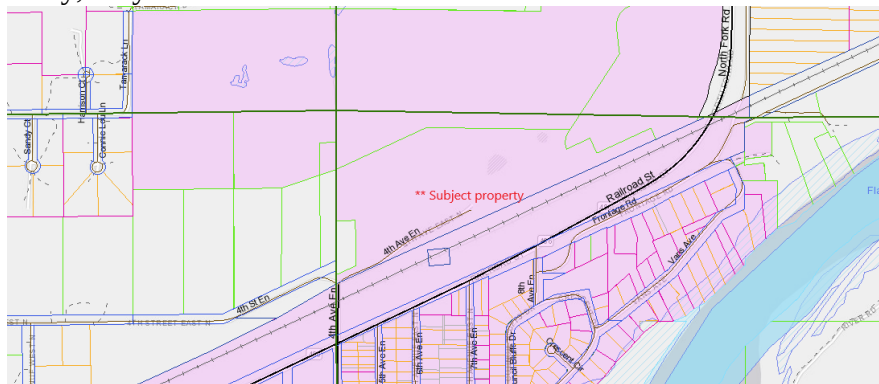
Our records indicate that you are the owner of property within 150-feet of the proposed project.

As the Planning Staff for the Columbia Falls Planning Jurisdiction, I am writing to provide you with a notice of a public hearing for Cedar Creek Industrial Park, LLC, who 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 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.

If you have question or comments concerning this matter, please call, visit or write me at City Hall. For written comment to be included in the Planning Board packet, it needs to be submitted to the City Clerk, 130 6th Street West, Columbia Falls, MT 59912 no later than Thursday September 9, 2021 or by email: staalandb@cityofcolumbiafalls.com. Written or emailed comment may be provided up to 5:00 pm on the day of the hearing, it will just be passed out at the hearing. You are also invited to present verbal or written testimony during the public hearing on September 14, 2021.

Sincerely,

Eric H. Mulcahy, City Planner



CITY OF COLUMBIA FALLS

NOTICE OF PUBLIC HEARING

The Columbia Falls City-County Planning Board will hold a public hearing for the following items at their regular meeting on Tuesday, September 14, 2021 at 6:30 p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold a subsequent hearing on September 20, 2021 starting at 7:00 p.m. in the same location.

1. Conditional Use Permit Request 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 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.

- 2. Condition Use Permit Request for a Six-Plex Apartment Building:** Adam Gardner 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 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

Persons are allowed to attend the hearing(s) in person and present comment. Persons are also allowed to submit written comments prior to the meeting. Written comments carry the same weight as public testimony given during the hearing. Written comments may be sent to Columbia Falls City Hall, Attention: Barb Staaland, City Clerk, 130 6th Street West, Room A, Columbia Falls, MT 59912 or via email: staalandb@cityofcolumbiafalls.com. For more information on the proposed applications, please call or email Eric Mulcahy, Columbia Falls City Planner at 755-6481 or eric@sandssurveying.com.

**CONDITIONAL USE PERMIT REQUEST
COLUMBIA FALLS AREA ZONING JURISDICTION**

Item No.2.

COLUMBIA FALLS PLANNING OFFICE STAFF REPORT #CCU-21-04

**Adam Gardner
September 2, 2021**

1

A report to the Columbia Falls City-County Planning Board and Zoning Commission and the Columbia Falls City Council regarding a request to permit a conditional use located at 10 Diane Road. The Conditional Use request is scheduled for a public hearing before the Planning Board on Tuesday, September 14, 2021 at 6:30 PM and Columbia Falls City Council on Monday, September 20, 2021 at 7:00 p.m.

BACKGROUND INFORMATION

A. PETITIONERS

Adam Gardner
411 Riverside Dr
Columbia Falls, MT 59912

B. PETITIONER'S TECHNICAL ASSISTANCE

None given

C. LOCATION/DESCRIPTION

Hilltop	Block:	Lot: 178
Homes	N/A	

Section: 18 Township: 30N Range: 20W
Address: 10 Diane Road, Columbia Falls, MT 59912

D. REQUEST

The applicants are petitioning for a Conditional Use Permit to allow for a six-plex apartment to be placed on Lot 178. (See attached plans)

E. NATURE OF THE REQUEST

As required by the CRA-1 zoning rules, a Conditional Use Permit is required for the construction of multi-family building in excess of a duplex building. The intent of the Conditional Use Permit is to address neighborhood impact and compatibility. Lots on Diane Road have been issued a number of CUP's and almost every lot has a six or eight plex. For the record a CUP was granted by the City Council on August 5, 2019 for this very lot with a six plex nearly identical to the one proposed. That original CUP expired on February 5th 2021 and property has since been sold to a new owner.

F. EXISTING LAND USE

Lot 178 is currently vacant but there are currently at least nineteen of these multi-unit buildings located on Diane Road. All are occupied and are in good condition. The area is zoned CRA-1, (residential apartment), which by definition is "A district to provide areas for multi-family use and for non-residential uses which

support or are compatible with the primarily residential character. This district is intended as a buffer between residential districts and other denser, non-compatible districts. This district is intended to apply throughout the planning area." The subject lot is wholly contained within the CRA-1 district.



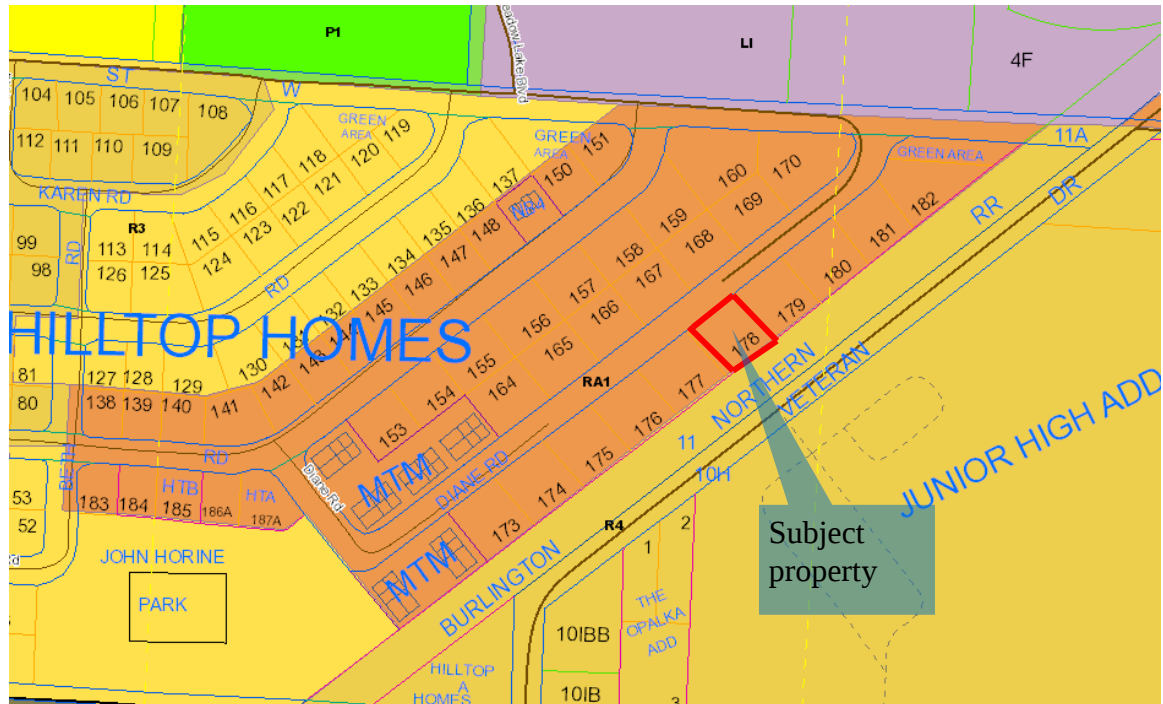
Structures in the immediate neighborhood.



Location of subject lot

G. ADJACENT ZONING AND LAND USE:

The property is located within a CRA-1 (Residential Apartment) zone in the southern edge of the City. CR-3 and CR-4 zoning are to the north and south of the subject property, and Light Industrial to the northeast. The site is bounded by the railroad tracks to the southeast. The surrounding land uses consist of structures similar in use, size, and density.



Source Flathead County GIS Subject Parcels are outlined in red

H. GROWTH POLICY DESIGNATION:

Growth Policy designates this area Multi-family residential, allowing 8 +units per acre. Housing is typically duplex or larger attached housing with units serviced by public sewer and water facilities. The project proposes six residential units on a 14,400 square foot lot. The total acreage of the two lots equal 0.33 acres for a density of 18.15 units per acre. The site does have access to public sewer and water. Therefore, this proposal is in compliance with the Growth Policy.

The Talbot Neighborhood plan adopted by the City in 1996 addresses this area and offers recommendations for multi-family structures in this neighborhood in particular. The Plan anticipates that there will be multi-family housing construction in this portion of Hilltop Homes. However, in doing so, Goal #1 of the Plan under Street Design states:

*In multi-family developments, street-side landscape standards should be developed to soften the impact of the development. The plan specifically calls for a minimum of one tree every 30 feet located no more than 5 feet off of the paved street.

*Live ground cover should be used for all landscape treatments.

*The project did not supply a landscape plan for review with this application. A condition of approval is that a landscape plan be submitted to the City Manager for review and approval prior to the issuance of a Building Permit. This condition will ensure that the project is in compliance with the City Landscape standards.

Policies under Multi-family Housing Design state:

*Long facades of multi-family structures should be divided into shorter segments, using building mass, such as entrance porches, notches, bay windows, etc. The maximum span between building mass changes should be less than 40 feet.

*Architectural elements are recommended in multi-family developments to create outdoor space and human scale. Features such as courtyards, porches, balconies, and trellises create the illusion of smaller, more comfortable, space.

*Roofs and rooflines of multi-family structures should contribute to a residential image. Sloped roofs, dormer windows and other features associated with traditional forms of residential development. Long expanses of uninterrupted roofline should not occur.

*Comment-The proposal accommodates these design features. The plans feature changes in roof lines with shed roofs that meet over an internal court that basically breaks the building into two.

I. UTILITIES/SERVICES:

Sewer: City Sewer is available

Water: City Water is available

Solid Waste: Private Contract Hauler

Police: Columbia Falls Police

Fire: Columbia Falls Fire Department

EVALUATION BASED ON REQUIRED CRITERIA

18.210.010 Criteria Required for Consideration of a Conditional Use Permit:

A Conditional Use Permit may be granted only if the proposal, as submitted, conforms to all of the following general Conditional Use Permit criteria, as well as to all other applicable criteria that may be requested.

- a. Site Suitability. (That the site is suitable for the use) This includes:
- i) Adequate Usable Space: Proposed use is to be contained within the existing permitted lot coverage. Each six-plex lot encompasses 14,400 square feet of property. The Columbia Falls Zoning Ordinance allows maximum lot coverage of 45%. The proposed six-plex buildings encompasses 4,888 square feet, maximum lot coverage therefore would be approximately 34% of the total lot, and within the allowable coverage.
 - ii) Adequate Access: Primary access is by Diane Road.

Parking Lots: The applicant proposes parking for the development on-site. Lot 178 will have its own access independent of any other lot.

Pedestrian Access: There is pedestrian access from the parking lot through the building to the sidewalk along the street. Sidewalks are also provided along the parking lots. There is a pedestrian trail along Talbot Road 250 feet to the south on the other side of John Horine Park.

- iii) Absence of Environmental Constraints: As the development will be served by public sewer and water, there does not appear to be any significant environmental constraints. As the lots are flat, there does not appear to be any danger of flooding or slumping. The applicant is required to maintain all drainage on-site as part of the building permit approval process. The drainage requirement protects adjoining neighbors from this project's roof and parking lot run-off.
- b. Appropriateness of Design. The site plan for the proposed use will provide the most convenient and functional use of the lot. Consideration of design should include:
- i) Parking Scheme: There is limited on-street parking available and the developer is proposing off-site parking for the development as required by zoning code. The code requires two parking spaces per unit so each 6-plex provides a minimum of 12 spaces. All parking lots and driveways will be paved with a 5 foot landscape buffer on the south and east side of the parking area. Visitors/guests can utilize the on-street parking. Residents will utilize the parking lots to the rear of the buildings and the rear entry to the structure.
 - ii) Required parking for Residential Apartment (18.504) is a minimum of two spaces per residential unit. The application indicates the correct number of parking stalls for the building types. There will be nine standard stalls, two compact stalls and one handicap stall.
 - iii) Traffic Circulation: Access to all lots is via Diane Road which is constructed to City standards with the exception of sidewalk and boulevard improvements. The sidewalk and boulevard improvements will be required as a condition of approval for this development. Each residential unit is anticipated to generate

up to 10 vehicle trips per day, therefore, this project could create 60 additional trips.

- iv) Open Space: The applicant's proposal meets all front, side and rear yard setbacks as required by zoning. There is an established City Park (John Horine) that is five acres in size and contains a play area, a soccer field and open space. It is within a short walking distance from the proposed structures at the end of Diane Road. As with the other multi-family CUP's in the neighborhood, this developer will be required to pay \$1000.00 per lot to the park fund for improvements to John Horine Park.
- v) Fencing/Screening: The applicant proposes a five foot wide landscape buffer along the rear and east of the parking area. The applicant also proposes to buffer the parking areas with low-lying landscape.
- vi) Landscaping: The applicant is providing a 5-foot wide landscape buffer along the rear and east side of the parking area. This leaves three feet for landscaping on the west side of the parking which is adequate in this situation because it abuts the driveway of the six plex to the west. There will also be low-lying landscaping treatment that will be incorporated as a buffer for the parking lot. One tree (1 ½ dbh) every 30 feet along the street will be provided by the applicant. The lawn areas will be sodded and irrigated as provided for in previous CUP's



Recently completed building in the neighborhood.



Completed ten years ago with mature landscaping

- vii) Signage: Signage would conform to existing Columbia Falls sign regulations for the CRA-1 zone. There are no signs proposed. The Sign Ordinance will limit the sign to 6 feet in height and 16 square feet per face maximum if an identification sign is requested.
- c. Availability of Public Services and Facilities. The following services and facilities are to be available and adequate to serve the needs of the use as designed and proposed:
- i. Schools: There were 14,753 students recorded with the Flathead County Superintendent of Schools Office including public, private and home schooled children at the beginning of the 2011 school year. The US Census Bureau 2010 counted 46,963 housing units in Flathead County – 14,753 students / 46,963 housing units = 0.31 students per unit), the six new units would generate approximately two (2) students to the school system. The Junior High is within walking distance and the grade school and high school can be accessed by the Talbot Trail. The increase in students should not negatively impact the District.
 - ii. Parks and Recreation: The applicants are not proposing any significant open space or recreational amenities on-site. The project is within easy walking distance to John Horine Park. This City park is 5 acres in size and contains a tot-lot play area, a soccer field and additional open lands and the City of Columbia Falls Public Works shop. It has been noted in the previous CUP's that this park is undersized for the amount of current and proposed population planned for this area. This park was part of the parkland dedication for the original platting of Hilltop Homes in 1978. At that time, these lots were planned for duplex uses, and did not take into consideration the possibility of multi-family structures, which is potentially 3 times the anticipated use. Since 2004 the Conditional Use Agreements for these multi-family lots required a \$1,000 per lot payment to the City of Columbia Falls and applied specifically for improvements at the John Horine Park. The City believes that is reasonable and should be included in the permit as well.
 - iii. Police: The Columbia Falls Police Department is responsible for the proposed development. The development will have a minor impact as it brings six more families to the city.
 - iv. Fire Protection: The Columbia Falls Fire Department provides fire protection to this neighborhood. The Columbia Falls Building Inspector and Fire Marshal will review the development for all building and fire code requirements. Hydrants were installed with the completion of Diane Road.
 - v. Water: City water service is in place down Diane Road.
 - vi. Sewer: All lots will be serviced by City Sewer.

- vii. Solid Waste: According to the site plan, there is not room for a centralized refuse container. But there is room for six individual containers to the rear of the building. Individual trash rollouts will be a condition of this CUP. Impact to the Flathead County landfill should be minimal. The owner shall make arrangements with a private hauler to collect and remove solid waste from the site.
- d. Immediate Neighborhood Impact. As this proposal is similar in size and nature to the existing development in the immediate vicinity, the proposed use will not be detrimental to abutting properties in particular and the neighborhood in general.
- e. Typical negative impacts which extend beyond the proposed site include, but are not limited to:
- i) Excessive Traffic Generation: The six additional units will not significantly change the traffic volumes currently using the roads or about to use the roads. With the completion of Diane Road, traffic is dissipated through the neighborhood and not concentrated on a single path to the collector roads.
 - ii) Noise or Vibration: There will be noise and activity associated with the normal construction process. Once completed, further activity will be residential in use with all traffic, garbage, light and noise consistent with typical residential use.
 - iii) Dust, Glare, Or Heat: No change to existing conditions is anticipated.
 - iv) Smoke, Fumes, Gas, and Or Odors: No change to existing conditions is anticipated.
 - v) Inappropriate Hours of Operation: None proposed.
 - vi) Signage: 18.438.010 Permitted Signs in Zoning Districts allows the applicant to have signs that comply and do not to exceed the standards of section 18.438.080(c.).

APPLICABLE REGULATIONS

The following sections of the Columbia Falls Zoning Regulations are applicable to this proposal:

Chapter 18.210 Conditional Use Permits

Chapter 18.332 CRA-1 Residential Apartment

Chapter 18.532.010 Parking facilities

Chapter 18.438 Signs

Chapter 18.441 Small Buildings (less than 10,000 square feet)

SUMMARY

The Conditional Use Request for permitting two six-plex residential buildings located at 10 Diane Road in the Hilltop Homes subdivision. Staff recommends that the CUP be approved based upon the information presented in the attached application and a review of the property and the associated findings of fact.

1. The multi-family nature of the project complies with the recommendations of the Columbia Falls City-County Master Plan and the more specific Talbot

- Neighborhood Plan. The building design has incorporated design elements such as articulated rooflines with a one and two story elevation.
2. There are no environmental constraints on the property.
 3. Diane Road was recently completed. Sidewalk and street trees are being installed with the completion of each building.
 4. The project density is consistent with the neighboring residential buildings.

RECOMMENDATIONS

In accordance with 18.210.100 the Columbia Falls Planning Board and City Council must make a finding of fact for the items enumerated in the “evaluation based on criteria.”

Staff recommends that the Planning Board adopt this report as findings of fact and send a recommendation for approval of the CUP with conditions to the Columbia Falls City Council. The granting of this conditional use is contingent upon the facilities initial and continued compliance with the following conditions of approval:

1. The applicant shall develop the project as proposed, except as modified by these Conditions.
2. The applicant shall construct the sidewalks and install the street trees along the Diane Road frontage to City Standards. The City of Columbia Falls has cash-in-lieu funds set aside for this section of sidewalk and street trees. The City will reimburse the applicant for the cost of construction of sidewalk and streets trees up to the amount held in reserve. Any cost over the cash-in-lieu reserves shall be covered by the applicant.
3. Street trees shall be planted at a minimum distance of 30 feet on center along the entire perimeter of the project abutting Diane Road. The trees shall be a minimum of 1 ½" dbh and shall be located in the boulevard between the street and the detached sidewalk.
4. The applicant shall pave all parking areas and driveways. The applicant shall provide nine spaces of 9' by 20'; two spaces of 8' by 20'; and one handicapped parking stall. The parking lot shall have five feet of landscaping on the south and east side of the parking lot and three feet on the west side of the parking lot.
5. The applicant shall provide an engineered drainage plan to address on site storm water disposal. In addition, the applicant shall designate a snow storage area on site to accommodate parking lot snow disposal. This plan will need to be accepted/approved by the Columbia Falls Public Works Department prior to issuance of a building permit.
6. The applicant shall provide six individual rollout trash receptacles for the six units and contract with a licensed refuse hauler for the collection. The receptacles shall be stored in the parking lot area at the rear of the building except during days of pick-up.
7. All sewer and water hookups shall be built according to plans and specifications approved by the City of Columbia Falls Public Works Department and meeting the City Standards for Public Works Improvements and the Montana Public Works Standard Specifications.
8. All conditions provided above and all improvements necessary for the operation of an apartment complex must be in place prior to the occupancy of the complex. Any

elements such as landscaping not finished prior to the issuance of an occupancy permit, may be bonded for with signed improvements agreement approved by the City Manager for an amount not less than 125% of the cost of the remaining improvement.

9. Signage shall comply with Section 18.438.080 of the Columbia Falls Zoning Regulations.
10. A \$1,000 payment per lot will be made to the City of Columbia Falls prior to the issuance of a Certificate of Occupancy for improvements specifically to John Horine Park.
11. The Applicant shall provide a Landscape Plan to the City Manager for approval prior to installation.
12. The Conditional Use Permit shall terminate 18 months from the date of issuance if commencement of the authorized activity has not begun.

PAID

Item No.2.

JUL 21 2021

CITY OF COLUMBIA FALLS

APPLICATION FOR CONDITIONAL USE PERMIT

FILING FEE ATTACHED \$ 906.00 SEE FEE SHEET

PROPOSED USE: G-Plex

(Describe in detail, indicate if continued to attached pages)

OWNER(S) OF RECORD:

Name: Adam Garoner

Mailing Address: 411 Riverside Dr

City/State/Zip: C-Falls 59912 Phone: 406-544-0772

PERSON(S) AUTHORIZED TO REPRESENT THE OWNER(S) AND TO WHOM ALL CORRESPONDENCE IS TO BE SENT:

Name: Same as Above

Mailing Address: _____

City/State/Zip: _____ Phone: _____

LEGAL DESCRIPTION OF PROPERTY (Refer to Property Records):

Street Address 10 Dianne Rd. Tract _____ Block _____ Lot 178

Subdivision Name Hilltop Homes

Section 18 Township 30 Range 20

18.210.090 Burden of proof.

The burden of proof for satisfying the aforementioned criteria shall rest with the applicant and not the planning board. The granting of a conditional use permit rests in the discretion of the city council as to whether or not the proposal conforms to the criteria and requirements set forth in Chapter 18.210.080

The Applicant is responsible for providing sufficiently complete information (see 18.210.090). Attached is the *Required Criteria for Conditional Use Application* the Planning Board and Council must use to create a "Finding of Fact" in making a decision. Please review the Criteria carefully before providing the following information and documents.

1. Zoning District and Zoning Classification in which use is proposed: CRA-1

2. Attach a plan of the affected lot which identifies the following items:

- Surrounding land uses.
- Dimensions and shape of lot.
- Topographic features of lot.
- Size(s) and location(s) of existing buildings.
- Size(s) and location(s) of proposed buildings.
- Existing use(s) of structures and open areas.

- g. Proposed use(s) of structures and open areas.
- h. Existing & proposed landscaping and fences.

3. On a separate sheet of paper, discuss the following topics relative to the proposed use:

- a Traffic flow and control.
- b Access to and circulation within the property.
- c Off-street parking and loading.
- d Refuse and service areas.
- e Utilities.
- f Screening and buffering.
- g Signs, yards and other open spaces.
- h Height, bulk and location of structures.
- i Location of proposed open space uses.
- j Hours and manner of operation.
- k Noise, light, dust, odors, fumes and vibration.
- l If the application is for a home occupation conditional use permit provide the following information:
 - 1 Number of employees that will work on the premises.
 - 2 Number of employees that are not family members residing at the premises.
 - 3 Estimated number and frequency of clients/patrons that will visit the on-site business.
 - 4 How much area will be used for the business. Compared to the area used for residential purposes.

4. Attach supplemental information for proposed uses that have additional requirements.

I hereby certify under penalty of perjury and the laws of the State of Montana that the information submitted herein, on all other submitted forms, documents, plans or any other information submitted as a part of this application, to be true, complete, and accurate to the best of my knowledge. Should any information or representation submitted in connection with this application be incorrect or untrue, I understand that any approval based thereon may be rescinded, and other appropriate action taken. The signing of this application signifies approval for the planning staff to be present on the property for routine monitoring and inspection during the approval and development process.

Applicant Signature



Date

6/10/21

PAID

JUL 21 2021

CITY OF COLUMBIA FALLS

Adam Garton
411 Riverside
C-Falls

City of Columbia Falls
130 6th Street West, Room A
Columbia Falls, MT 59912

RE: Application for conditional use permit at 10 Diane Road.

Discussion for section 3 of permit application:

- a. Traffic for the building will enter and exit on Diane Road. Parking lot to be built behind the building, as seen on site plan.
- b. Access to the property will be an approach off Diane Road.
- c. Off-street parking lot to be built behind the building. Plan to provide adequate spaces for a 6-plex per City of Columbia Falls requirements.
- d. 6-yard dumpster enclosure to be built in the south corner of the lot. See site plan for location and see page 9 of plans to view dimension specifications.
- e. Building will need to hook into City of Columbia Falls water and sewer. See floor plan for proposed locations of gas and electrical meters.
- f. No proposed plan for screening or buffering.
- g. No proposed signs after completion. Will have temporary signs up during construction (warning, no trespass, safety signs) Proposed landscaping yard design will conform with City of Columbia Falls specs and existing neighboring lots.
- h. Please view plans to see height, bulk and location of proposed building.
- i. No proposed open space other than front yard space.
- j. Proposed building is for residential use only.
- k. Proposed building is for residential use only. Exterior building lights installed per City of Columbia Falls specs. Lot will be fully landscaped and final product should not produce excess dust. Final owner is responsible for garbage removal to control odors and fumes. We do not anticipate any vibrations.
- l. N/A

120/19

CITY OF COLUMBIA FALLS, MONTANA
APPLICATION FOR PERMIT FOR THE ERECTION AND ALTERATION OF BUILDINGS
Phone: (406) 892-4391 FAX: (406) 892-4413

Permit # 1561

Application is hereby made to the Building Inspector of Columbia Falls for construction of:

6- Unit Residential Apartment Building

Subject to all ordinances including those covering the zoning and the erection of buildings in the City of Columbia Falls and its extraterritorial zone.

STREET NUMBER: 10 Diane Rd LOT 178 BLOCK _____ SUBDIVISION HTH

LEGAL DESCRIPTION 18-30-20 ZONE CRA-1

SET BACK REQUIREMENTS: FRONT 15 REAR 15 SIDE 5

BUILDING SIZE SQ. FOOT <u>4951</u>	FINISHED SQ. FOOT <u>1st 4885 2nd 2652 = 7537</u>
UNFINISHED SQ. FOOT	GARAGE SQ. FOOT
CARPORT SQ. FOOT	COVERED PORCHES SQ. FOOT <u>2 (3x11) = 66</u>
LOT SIZE SQ. FOOT <u>14400</u>	% OF LOT COVERAGE <u>45% 34%</u>
DECKS SQ. FOOT	PROJECT VALUATION <u>720,000</u>

BUILDER'S NAME SAME AS OWNER ADDRESS _____

BUILDER'S PHONE _____ CITY BUSINESS LICENSE # _____

OWNER'S NAME Alpine Homes LLC ADDRESS Po Box 178 Olney MT

OWNER'S PHONE H: 881-2065 C: 885-3501 59927

Type of Building _____ Occupancy Group _____ Purpose of building _____

BUILDING PERMIT FEE \$ 3,423.00

PLAN REVIEW FEE \$ 1,498.00

FIRE PREVENTION PROGRAM FEE \$ 856.00

TOTAL FEE \$ 5,777.00

\$200 Permit Fee Paid
Res 1801 CUP Site plan/
Zoning Administrator Approval plans in
Set Back ☒ compliance
Lot Coverage 45% ☒
Height 35' ☒ 32' 9/24/19

DEC 26 2019

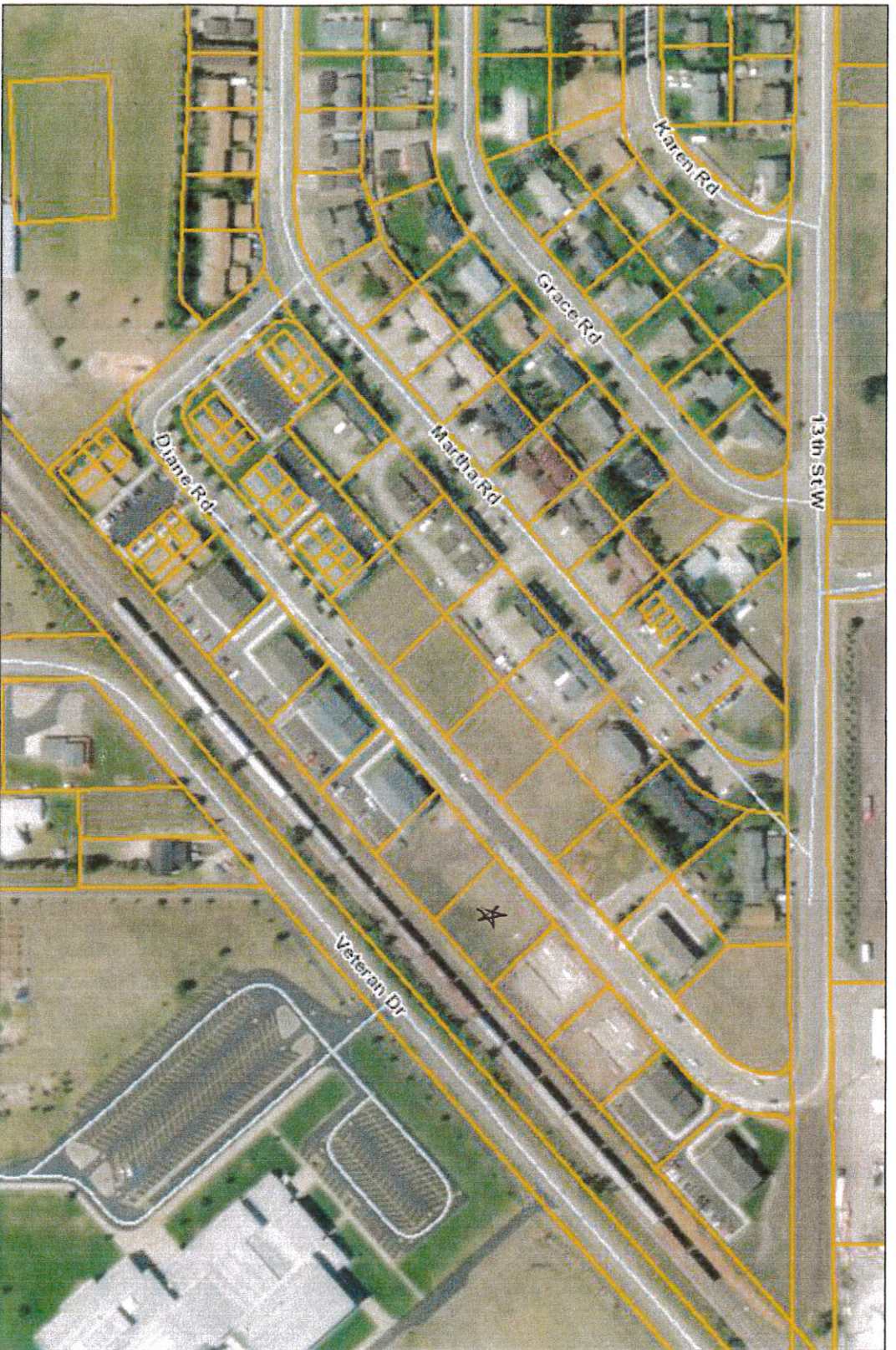
CITY OF COLUMBIA FALLS

The granting of a permit or approval of plans, specifications and computations shall not be construed to be a permit for any violation of any of the provisions of the Uniform Building, Mechanical, or Plumbing Codes; the National Electrical Code; the City of Columbia Falls. The Applicant and Owner have responsibility for compliance with all applicable laws, regulations, codes and ordinances.

Separate permits are required for electrical, plumbing, and mechanical (heating, ventilating or air conditioning). This permit becomes null and void if work or construction is not commenced within 180 days or if construction or work is suspended or abandoned for a period of 180 days at any time after work has commenced.

APPLICANTS SIGNATURE _____

BUILDING INSPECTORS SIGNATURE Justin Smith 10-23-19



North
↑

**CONDITIONAL USE PERMIT REQUEST
COLUMBIA FALLS AREA ZONING JURISDICTION**

Item No.2.

**COLUMBIA FALLS PLANNING OFFICE STAFF REPORT #CCU-19-01
ALPINE HOMES LLC
July 1, 2019**

A report to the Columbia Falls City-County Planning Board and Zoning Commission and the Columbia Falls City Council regarding a request to permit a conditional use located at 10 Diane Road. The Conditional Use request is scheduled for a public hearing before the Planning Board on Tuesday, July 9, 2019 at 6:30 PM and Columbia Falls City Council on Monday, August 5, 2019 at 7:00 p.m.

BACKGROUND INFORMATION

A. PETITIONERS

Alpine Homes LLC
Attn: Ryan Blanchette
P.O. Box 178
Olney, MT 59927

B. PETITIONER'S TECHNICAL ASSISTANCE

None given

C. LOCATION/DESCRIPTION

Hilltop	Block:	Lot: 178
Homes	N/A	

Section: 18 Township: 30N Range: 20W
Address: 10 Diane Road, Columbia Falls, MT 59912

D. REQUEST

The applicants are petitioning for a Conditional Use Permit to allow for a six-plex apartment to be placed on Lot 178. (See attached plans)

E. NATURE OF THE REQUEST

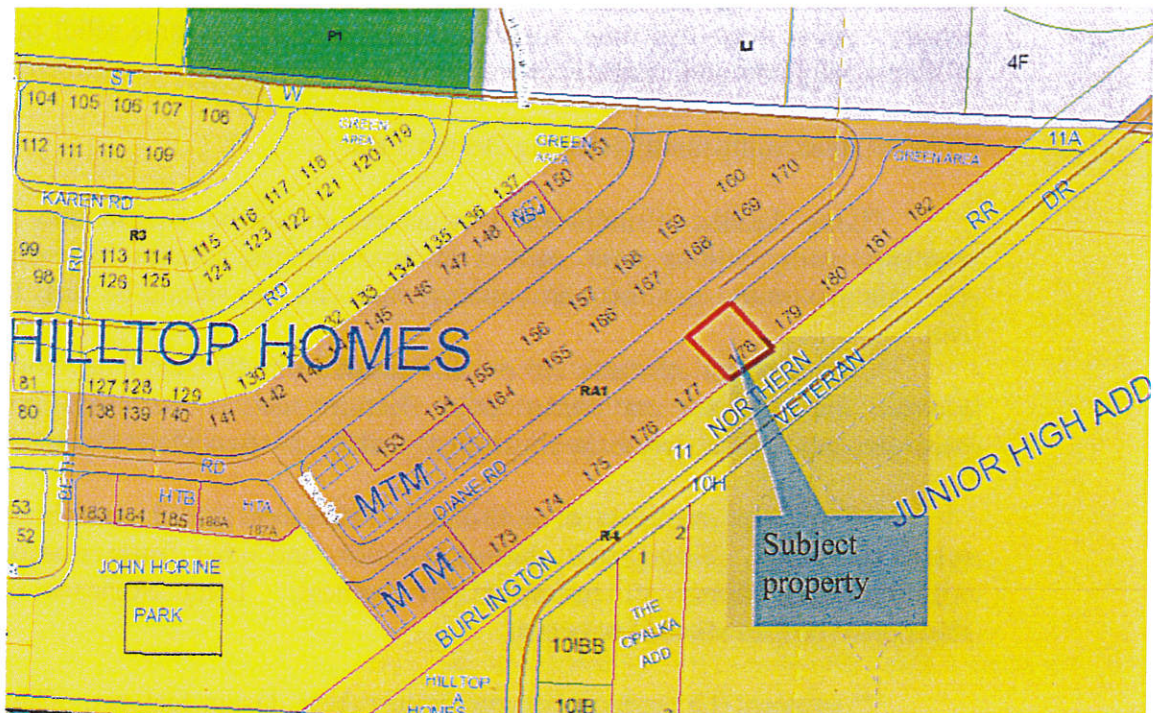
As required by the CRA-1 zoning rules, a Conditional Use Permit is required for the construction of multi-family building in excess of a duplex building. The intent of the Conditional Use Permit is to address neighborhood impact and compatibility. Lots on Diane Road have been issued a number of CUP's and almost every lot has a six or eight plex.

F. EXISTING LAND USE

Lot 178 is currently vacant but there are currently at least nineteen of these multi-unit buildings located on Diane Road. All are occupied and are in good condition. The area is zoned CRA-1, (residential apartment), which by definition is "A district to provide areas for multi-family use and for non-residential uses which support or are compatible with the primarily residential character. This district is intended as a buffer between residential districts and other denser, non-compatible

G. ADJACENT ZONING AND LAND USE:

The property is located within a CRA-1 (Residential Apartment) zone in the southern edge of the City. CR-3 and CR-4 zoning are to the north and south of the subject property, and Light Industrial to the northeast. The site is bounded by the railroad tracks to the southeast. The surrounding land uses consist of structures similar in use, size, and density.



Source Flathead County GIS Subject Parcels are outlined in red

H. GROWTH POLICY DESIGNATION:

Growth Policy designates this area Multi-family residential, allowing 8 +units per acre. Housing is typically duplex or larger attached housing with units serviced by public sewer and water facilities. The project proposes six residential units on a 14,400 square foot lot. The total acreage of the two lots equal 0.33 acres for a density of 18.15 units per acre. The site does have access to public sewer and water. Therefore, this proposal is in compliance with the Growth Policy.

The Talbot Neighborhood plan adopted by the City in 1996 addresses this area and offers recommendations for multi-family structures in this neighborhood in particular. The Plan anticipates that there will be multi-family housing construction in this portion of Hilltop Homes. However, in doing so, Goal #1 of the Plan under Street Design states:

*In multi-family developments, street-side landscape standards should be developed to soften the impact of the development. The plan specifically calls for

- a. Site Suitability. (That the site is suitable for the use) This includes:
- i) Adequate Usable Space: Proposed use is to be contained within the existing permitted lot coverage. Each six-plex lot encompasses 14,400 square feet of property. The Columbia Falls Zoning Ordinance allows maximum lot coverage of 45%. The proposed six-plex buildings encompasses 4,888 square feet, maximum lot coverage therefore would be approximately 34% of the total lot, and within the allowable coverage.
 - ii) Adequate Access: Primary access is by Diane Road.

Parking Lots: The applicant proposes parking for the development on-site. Lot 178 will have its own access independent of any other lot.

Pedestrian Access: There is pedestrian access from the parking lot through the building to the sidewalk along the street. Sidewalks are also provided along the parking lots. There is a pedestrian trail along Talbot Road 250 feet to the south on the other side of John Horine Park.

- iii) Absence of Environmental Constraints: As the development will be served by public sewer and water, there does not appear to be any significant environmental constraints. As the lots are flat, there does not appear to be any danger of flooding or slumping. The applicant is required to maintain all drainage on-site as part of the building permit approval process. The drainage requirement protects adjoining neighbors from this project's roof and parking lot run-off.
- b. Appropriateness of Design. The site plan for the proposed use will provide the most convenient and functional use of the lot. Consideration of design should include:
- i) Parking Scheme: There is limited on-street parking available and the developer is proposing off-site parking for the development as required by zoning code. The code requires two parking spaces per unit so each 6-plex provides a minimum of 12 spaces. All parking lots and driveways will be paved with a 5 foot landscape buffer around the parking area. Visitors/guests can utilize the on-street parking on the south side of Diane Rd. Residents will utilize the parking lots to the rear of the buildings and the rear entry to the structure.
 - ii) Required parking for Residential Apartment (18.518) is a minimum of two spaces per residential unit. The application indicates the correct number of parking stalls for the building types.
 - iii) Traffic Circulation: Access to all lots is via Diane Road. Diane Road was recently completed by a different developer and as conditioned in the previous CUP. Each residential unit is anticipated to generate up to 10 vehicle trips per day, therefore, this project could create 60 additional trips. With the completion of Diane Road, the circulation is now connected to the larger transportation network with multiple options for ingress and egress.

- vii) Signage: Signage would conform to existing Columbia Falls sign regulations for the CRA-1 zone. There are no signs proposed. The Sign Ordinance will limit the sign to 6 feet in height and 16 square feet per face maximum if an identification sign is requested.
- c. Availability of Public Services and Facilities. The following services and facilities are to be available and adequate to serve the needs of the use as designed and proposed:
- i. Schools: There were 14,753 students recorded with the Flathead County Superintendent of Schools Office including public, private and home schooled children at the beginning of the 2011 school year. The US Census Bureau 2010 counted 46,963 housing units in Flathead County – 14,753 students / 46,963 housing units = 0.31 students per unit), the six new units would generate approximately two (2) students to the schools system. The Junior High is within walking distance and the grade school and high school can be accessed by the Talbot Trail. The increase in students should not negatively impact the District.
 - ii. Parks and Recreation: The applicants are not proposing any significant open space or recreational amenities on-site. The project is within easy walking distance to John Horine Park. This City park is 5 acres in size and contains a tot-lot play area, a soccer field and additional open lands and the City of Columbia Falls Public Works shop. It has been noted in the previous CUP's that this park is undersized for the amount of current and proposed population planned for this area. This park was part of the parkland dedication for the original platting of Hilltop Homes in 1978. At that time, these lots were planned for duplex uses, and did not take into consideration the possibility of multi-family structures, which is potentially 3 times the anticipated use. The 2004, 2014, 2015, and 2017 Conditional Use Agreements required a \$1,000 per lot payment to the City of Columbia Falls be made to specifically for improvements at the John Horine Park. The City believes that is reasonable and should be included in the permit as well.
 - iii. Police: The Columbia Falls Police Department is responsible for the proposed development. The development will have an increase in potential impact as it brings six more families to the city and these families will be living in close proximity to each other.
 - iv. Fire Protection: The Columbia Falls Fire Department provides fire protection to this neighborhood. The Columbia Falls Building Inspector and Fire Marshal will review the development for all building and fire code requirements. Hydrants were installed with the completion of Diane Road.
 - v. Water: City water service is in place down Diane Road.
 - vi. Sewer: All lots will be serviced by City Sewer.

as gabled and articulated rooflines, covered porches, with a one and two story elevation.

2. There are no environmental constraints on the property.
3. Diane Road was recently completed. Sidewalk and street trees are being installed with the completion of each building.
4. The project's density is consistent with the neighboring residential buildings.

RECOMMENDATIONS

In accordance with 18.210.100 the Columbia Falls Planning Board and City Council must make a finding of fact for the items enumerated in the "evaluation based on criteria."

Staff recommends that the Planning Board adopt this report as findings of fact and send a recommendation for approval of the CUP with conditions to the Columbia Falls City Council. The granting of this conditional use is contingent upon the facilities initial and continued compliance with the following conditions of approval:

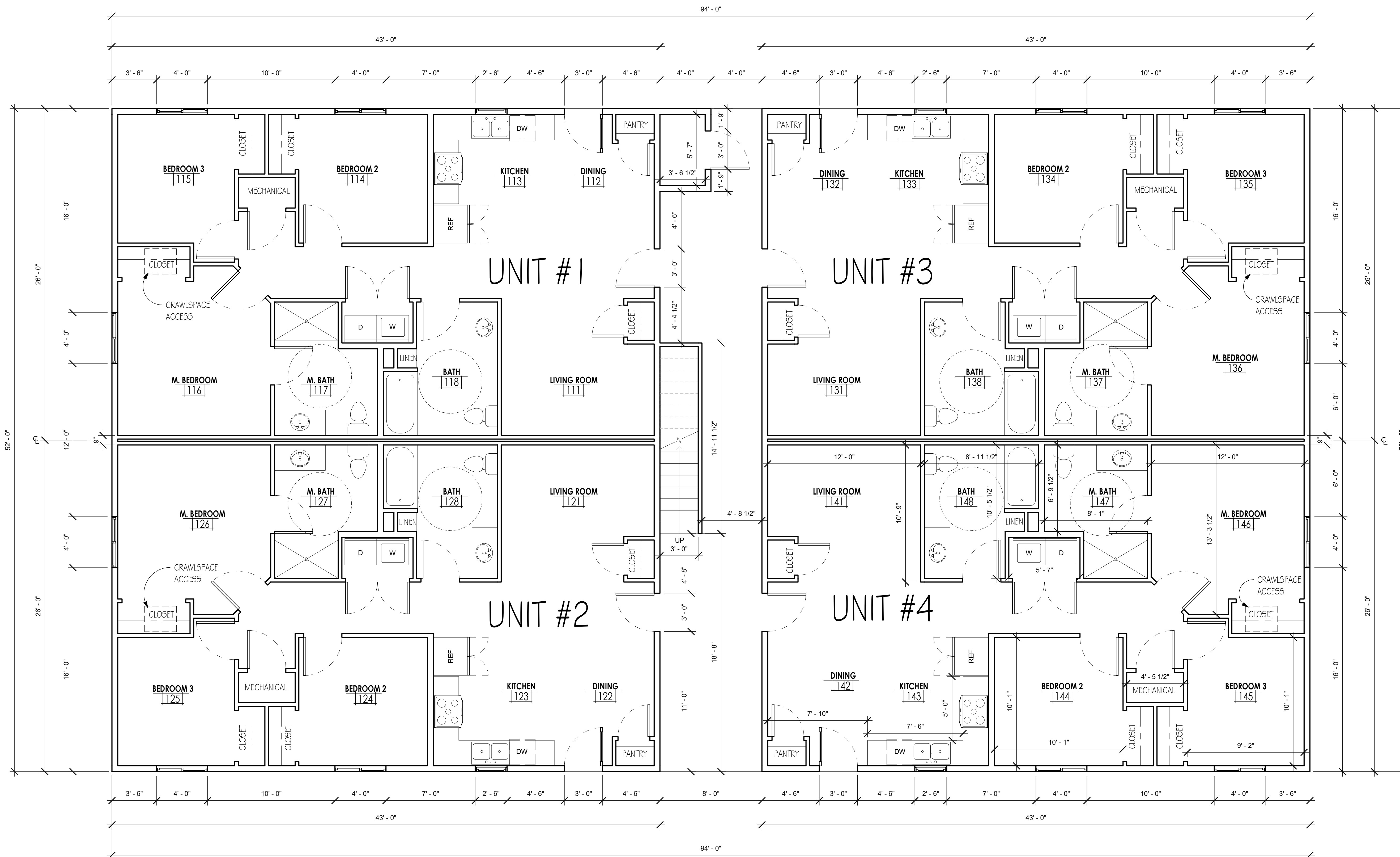
1. The applicant shall develop the project as proposed, except as modified by these Conditions.
2. The applicant shall construct the sidewalks and install the street trees along the Diane Road frontage to City Standards. The City of Columbia Falls has cash-in-lieu funds set aside for this section of sidewalk and street trees. The City will reimburse the applicant for the cost of construction of sidewalk and streets trees up to the amount held in reserve. Any cost over the cash-in-lieu reserves shall be covered by the applicant.
3. Street trees shall be planted at a minimum distance of 30 feet on center along the entire perimeter of the project abutting Diane Road. The trees shall be a minimum of 1 ½" dbh and shall be located in the boulevard between the street and the detached sidewalk.
4. The applicant shall pave all parking areas and driveways.
5. The applicant shall provide an engineered drainage plan to address on site storm water disposal. In addition, the applicant shall designate a snow storage area on site to accommodate parking lot snow disposal. This plan will need to be accepted and approved by the Columbia Falls Public Works Department prior to issuance of a building permit.
6. The applicant shall fully enclose the garbage container(s) with a solid fence or completely screen with fence and growing materials the garbage collection site as shown on the site plan.
7. All sewer and water hookups shall be built according to plans and specifications approved by the City of Columbia Falls Public Works Department and meeting the City Standards for Public Works Improvements and the Montana Public Works Standard Specifications.
8. All conditions provided above and all improvements necessary for the operation of an apartment complex must be in place prior to the occupancy of the complex. Any elements such as landscaping not finished prior to the issuance of an occupancy permit, may be bonded for with signed improvements agreement approved by the

REVISION # 3

JOHN BERTRAM DESIGN+DRAFTING
441 Sylvan Dr.
Kalispell, Montana 59901
Phone: (406) 471-8174
JOHN.BERTRAM@GMAIL.COM**GARDNER
6-PLEX**10 DIAN ROAD
COLUMBIA FALLS
MTDrawing Title:
FIRST FLOOR
PLAN**A1**

Revisions:

Date: JUN. 14, 2021

**1 FIRST FLOOR PLAN**
A1 SCALE: 1/4" = 1'-0"

EACH UNIT = 1118 SQ. FT.

REVISION # 3



JOHN BERTRAM DESIGN+DRAFTING
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Kalispell, Montana 59901
Phone: (406) 471-8174
JOHN.BERTRAM@GMAIL.COM

GARDNER
6-PLEX

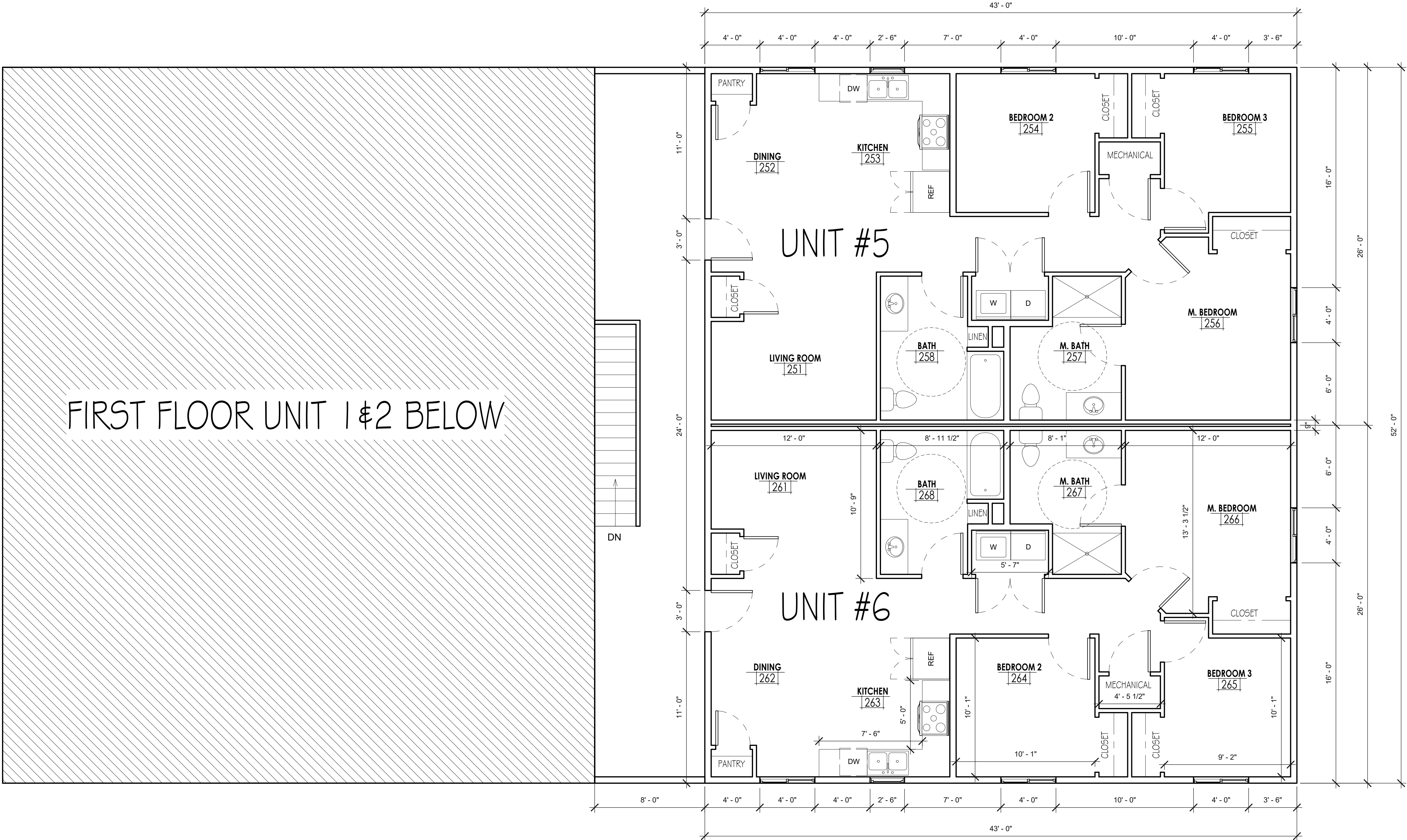
10 DIAN ROAD
COLUMBIA FALLS
MT

Drawing Title:
SECOND FLOOR
PLAN

A2

Revisions:

Date: JUN. 14, 2021



FIRST FLOOR UNIT 1 & 2 BELOW

1 SECOND FLOOR PLAN
A2 SCALE: 1/4" = 1'-0"

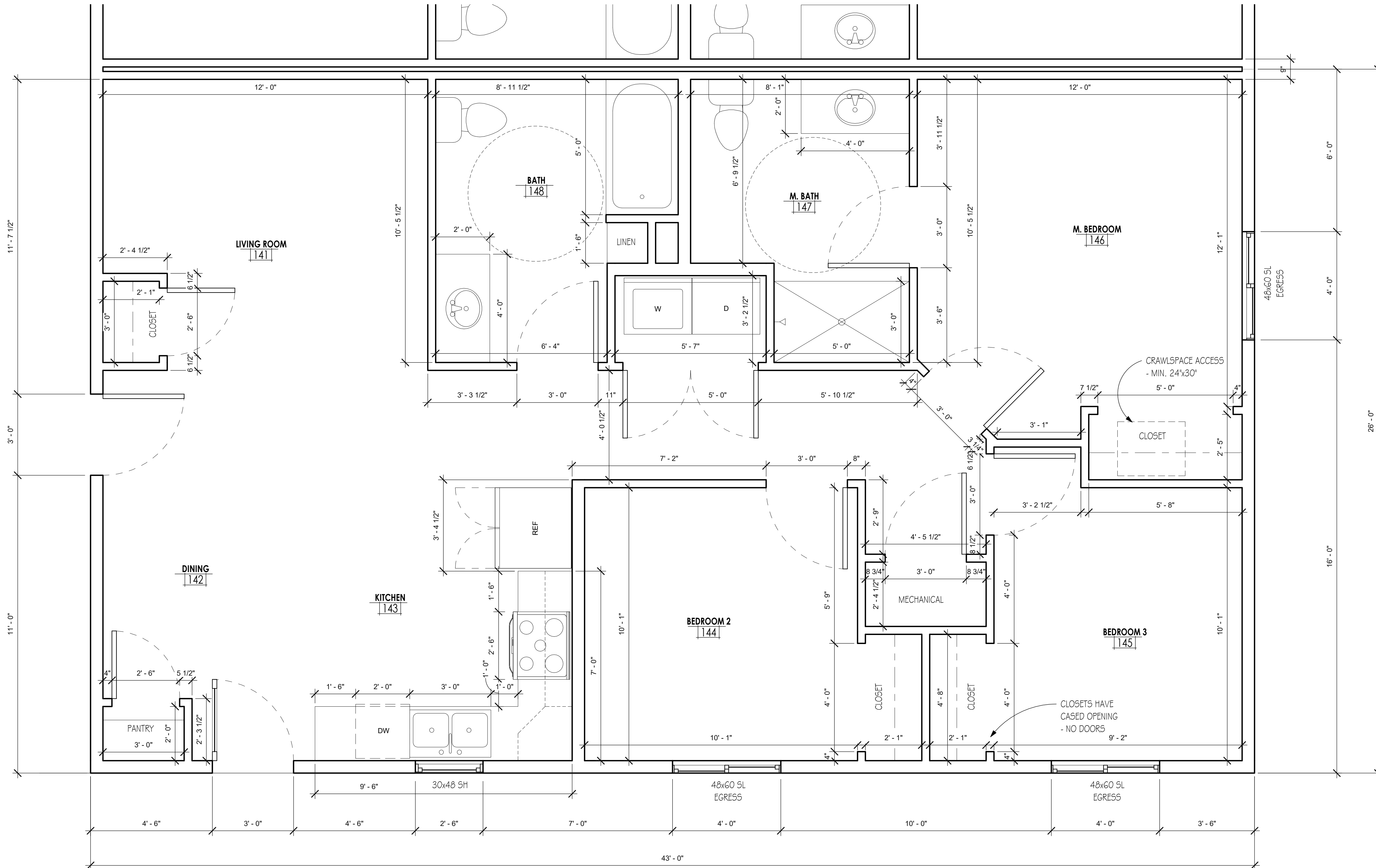
REVISION # 3

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Kalispell, Montana 59901
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JOHN.BERTRAM@GMAIL.COMGARDNER
6-PLEX10 DIAN ROAD
COLUMBIA FALLS
MTDrawing Title:
TYPICAL UNIT
PLAN

A3

Revisions:

Date: JUN. 14, 2021

1
A3

TYPICAL UNIT PLAN

SCALE: 1/2" = 1'-0"

REVISION # 3



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Phone: (406) 471-8174
JOHN.BERTRAM@GMAIL.COM

GARDNER
6-PLEX

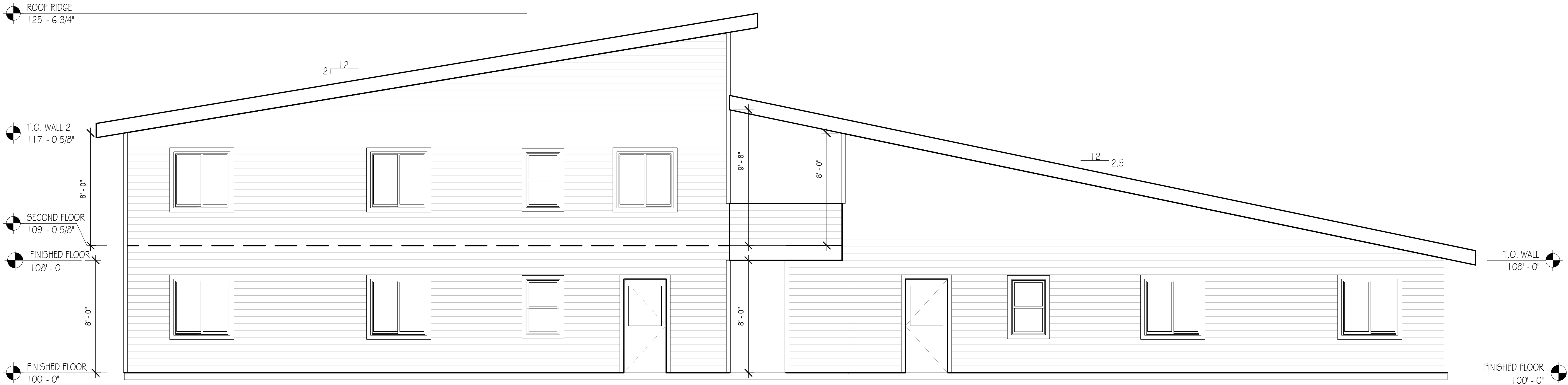
10 DIAN ROAD
COLUMBIA FALLS
MT

Drawing Title:
ELEVATIONS

A4a

Revisions:

Date: JUN. 14, 2021



1 NORTH ELEVATION
A4a SCALE: 1/4" = 1'-0"



2 SOUTH ELEVATION
A4a SCALE: 1/4" = 1'-0"

REVISION # 3



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441 Sylvan Dr.
Kalispell, Montana 59901
Phone: (406) 471-8174
JOHN.BERTRAM@GMAIL.COM

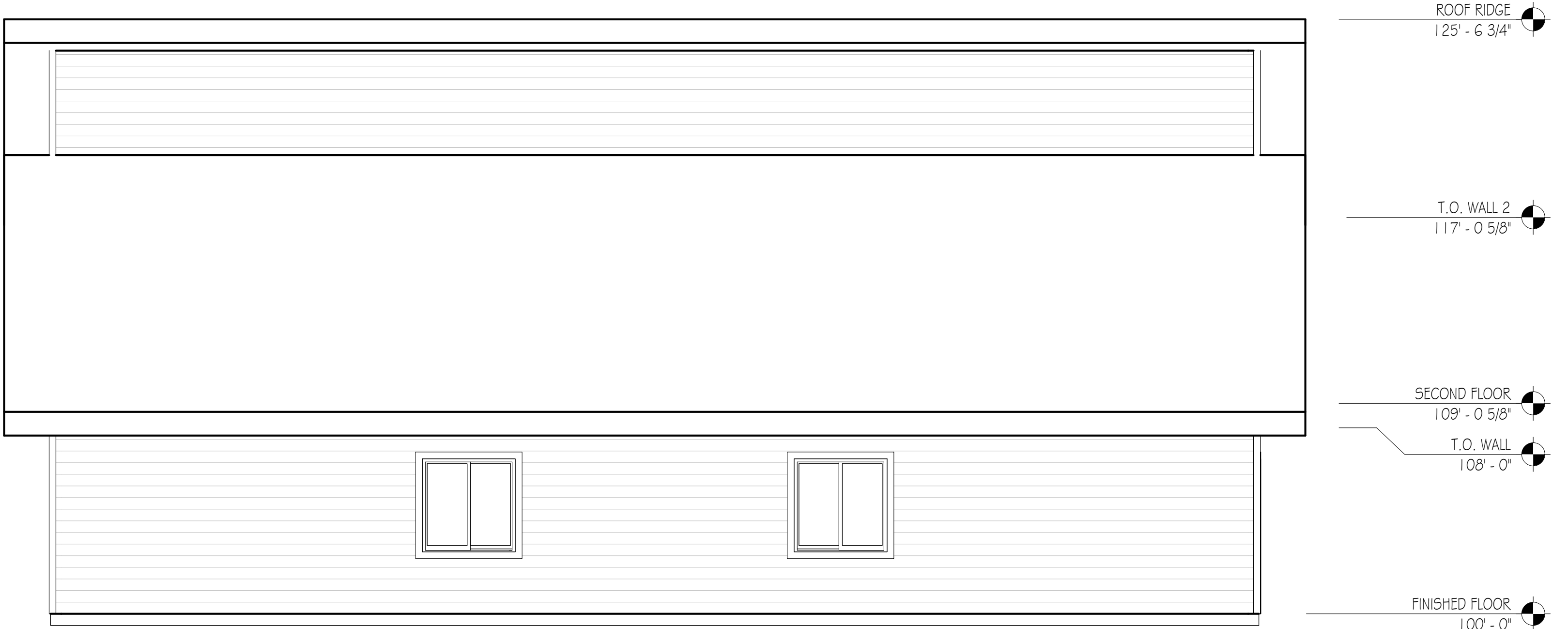
GARDNER
6-PLEX
10 DIAN ROAD
COLUMBIA FALLS
MT

Drawing Title:
ELEVATIONS

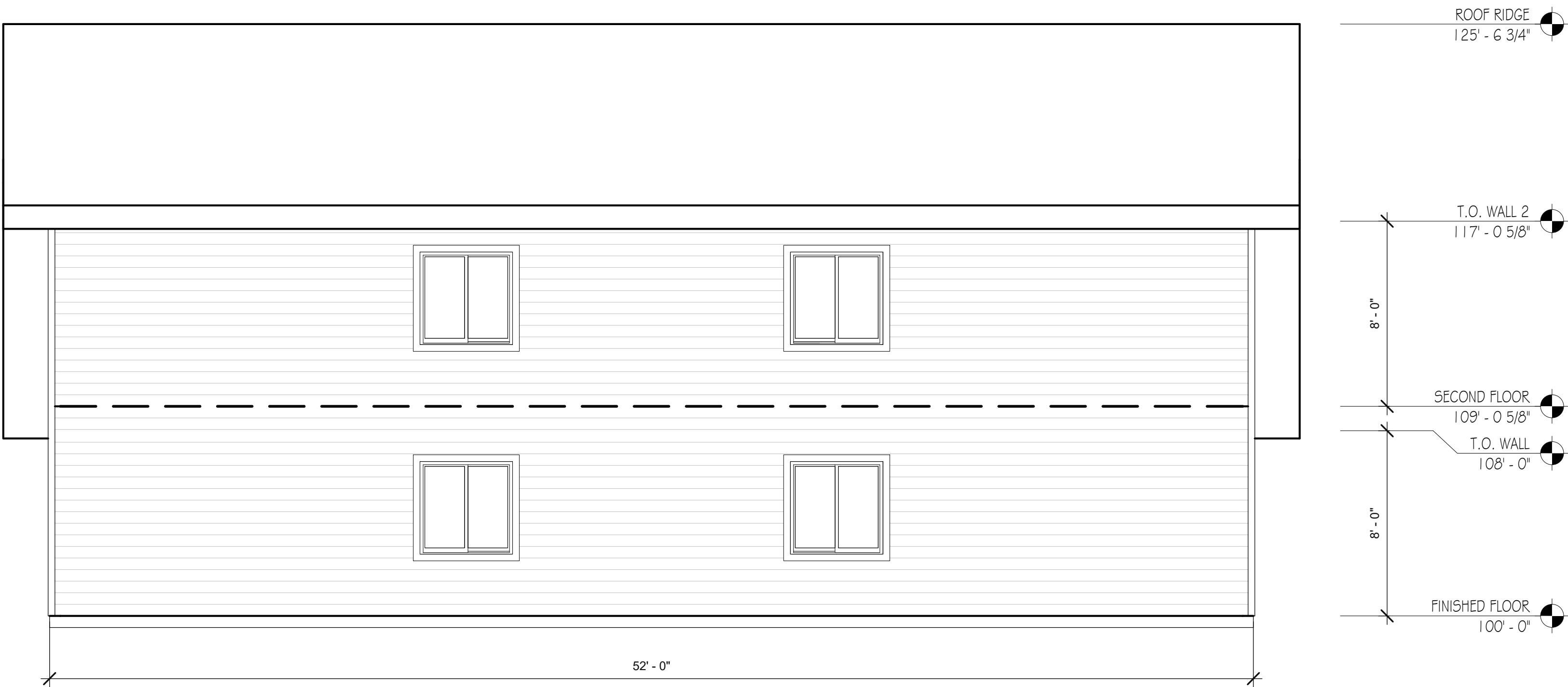
A4b

Revisions:

Date: JUN. 14, 2021



1 WEST ELEVATION
A4b SCALE: 1/4" = 1'-0"



2 EAST ELEVATION
A4b SCALE: 1/4" = 1'-0"



130 6TH STREET WEST
ROOM A
COLUMBIA FALLS, MT 59912

Planning Department

PHONE (406) 892-4391

FAX (406) 892-4413

Item No.2.

August 23, 2021

Re: Public hearing notice for a Condition Use Permit Request for a Six-Plex Apartment Building.

Dear Adjacent Property Owner:

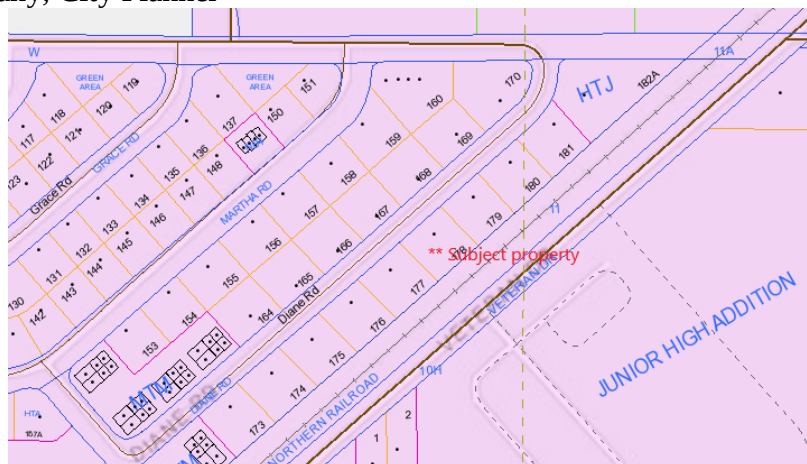
Our records indicate that you are the owner of property within 150-feet of the proposed project.

As the Planning Staff for the Columbia Falls Planning Jurisdiction, I am writing to provide you with a notice of a public hearing for Adam Gardner who 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 requires a CUP to review parking, street improvements, parkland dedication and the like. The property is described as Lot 178 of Hilltop Homes, Section 18, T30N, R20W, P.M.M., Flathead County

If you have question or comments concerning this matter, please call, visit or write me at City Hall. For written comment to be included in the Planning Board packet, it needs to be submitted to the City Clerk, 130 6th Street West, Columbia Falls, MT 59912 no later than Thursday September 9, 2021 or by email: staalandb@cityofcolumbiafalls.com. Written or emailed comment may be provided up to 5:00 pm on the day of the hearing, it will just be passed out at the hearing. You are also invited to present verbal or written testimony during the public hearing on September 14, 2021.

Sincerely,

Eric H. Mulcahy, City Planner



CITY OF COLUMBIA FALLS

NOTICE OF PUBLIC HEARING

The Columbia Falls City-County Planning Board will hold a public hearing for the following items at their regular meeting on Tuesday, September 14, 2021 at 6:30 p.m. at the Council Chambers of City Hall, 130 6th Street West, Columbia Falls, Montana. The Columbia Falls City Council will hold a subsequent hearing on September 20, 2021 starting at 7:00 p.m. in the same location.

1. Conditional Use Permit Request for a Temporary Office/Caretaker Unit:

Cedar Creek Industrial Park, LLC, is requesting a Conditional Use Permit 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 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.

2. Condition Use Permit Request for a Six-Plex Apartment Building:

Adam Gardner 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 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

Persons are allowed to attend the hearing(s) in person and present comment. Persons are also allowed to submit written comments prior to the meeting. Written comments carry the same weight as public testimony given during the hearing. Written comments may be sent to Columbia Falls City Hall, Attention: Barb Staaland, City Clerk, 130 6th Street West, Room A, Columbia Falls, MT 59912 or via email: staalandb@cityofcolumbiafalls.com. For more information on the proposed applications, please call or email Eric Mulcahy, Columbia Falls City Planner at 755-6481 or eric@sandssurveying.com.