



**Planning Advisory Board/Zoning Commission Agenda
2 Park Drive South, Great Falls, MT
Gibson Room, Civic Center
January 11, 2022
3:00 PM**

UPDATES CONCERNING PROCESS OF MEETINGS

In order to honor the Right of Participation and the Right to Know (Article II, Sections 8 and 9 of the Montana Constitution), the City of Great Falls and Planning Advisory Board/Zoning Commission are making every effort to meet the requirements of open meeting laws:

- The agenda packet material is available on the City’s website: <https://greatfallsmt.net/meetings>. The Public may view and listen to the meeting on government access channel City-190, cable channel 190; or online at <https://greatfallsmt.net/livestream>.
- Public participation is welcome in the following ways:
 - Attend in person. Please refrain from attending in person if you are not feeling well.
 - Provide public comments via email. Comments may be sent via email before 12:00 PM on Tuesday, January 11, 2022, to: jnygard@greatfallsmt.net. Include the agenda item or agenda item number in the subject line, and include the name of the commenter and either an address or whether the commenter is a city resident. Written communication received by that time will be shared with the City Commission and appropriate City staff for consideration during the agenda item and before final vote on the matter; and, will be so noted in the official record of the meeting.
 - Call-in. The public may call in during specific public comment periods at 406-761-4786. All callers will be in a queued system and are asked to remain on hold and be patient. Calls will be taken in the order in which they are received. Callers will be restricted to customary time limits. We ask for your patience in the event there are technical difficulties

OPENING MEETING

1. Call to Order - 3:00 P.M.
2. Roll Call - Board Introductions

Dave Bertelsen - Chair
Tory Mills - Vice Chair
Lindsey Bullock
Kelly Buschmeyer
Pat Green
Chuck Pankratz
Samantha Shinaberger

3. Recognition of Staff
4. Approval of Meeting Minutes - December 28, 2021

BOARD ACTIONS REQUIRING PUBLIC HEARING

- 5. Public Hearing - Conditional Use Permit for a “Two-family residence” land use upon the property addressed as 1700 1st Avenue North and legally described as the North 110’ of Lot 1, Block 328, Great Falls 3rd Addition, Section 7, T20N, R4E, PMM, Cascade County, Montana

BOARD ACTIONS NOT REQUIRING PUBLIC HEARING

COMMUNICATIONS

PUBLIC COMMENT

Public Comment on any matter and that is within the jurisdiction of the Planning Advisory Board/Zoning Commission. Please keep your remarks to a maximum of five (5) minutes. Speak into the microphone, and state your name and address for the record.

ADJOURNMENT

(Please exit the chambers as quickly as possible. Chamber doors will be closed 5 minutes after adjournment of the meeting.)

Assistive listening devices are available for the hard of hearing, please arrive a few minutes early for set up, or contact the City Clerk’s Office in advance at 455-8451. Wi-Fi is available during the meetings for viewing of the online meeting documents.

Planning Advisory Board/Zoning Commission meetings are televised on cable channel 190 and streamed live at <https://greatfallsmt.net>. Meetings are re-aired on cable channel 190 the following Thursday at 7 p.m.

MINUTES OF THE MEETING
GREAT FALLS PLANNING ADVISORY BOARD/ZONING COMMISSION
December 28, 2021

CALL TO ORDER

The regular meeting of the Great Falls Planning Advisory Board/Zoning Commission was called to order by Chair Dave Bertelsen at 3:00 p.m. in the Commission Chambers at the Civic Center

ROLL CALL & ATTENDANCE

UPDATES CONCERNING PROCESS OF MEETINGS

In order to honor the Right of Participation and the Right to Know (Article II, Sections 8 and 9 of the Montana Constitution), the City of Great Falls and Planning Advisory Board/Zoning Commission are making every effort to meet the requirements of open meeting laws:

- Effective May 4, 2021 Planning Advisory Board/Zoning Commission members and City staff will be attending the meeting in person.
- The agenda packet material is available on the City's website: <https://greatfallsmt.net/meetings>. The Public may view and listen to the meeting on government access channel City-190, cable channel 190; or online at <https://greatfallsmt.net/livestream>.
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 - Provide public comments via email. Comments may be sent via email before 12:00 PM on Tuesday, December 28, 2021, to: jnygard@greatfallsmt.net. Include the agenda item or agenda item number in the subject line, and include the name of the commenter and either an address or whether the commenter is a city resident. Written communication received by that time will be shared with the City Commission and appropriate City staff for consideration during the agenda item and before final vote on the matter; and, will be so noted in the official record of the meeting.
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Planning Board Members present:

Dave Bertelsen, Chair

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Charles Pankratz, Vice Chair

Tory Mills

Samantha Shinaberger

Planning Board Members absent:

Lindsey Bullock

Kelly Buschmeyer

Pat Green

Planning Staff Members present:

Craig Raymond, Director Planning and Community Development

Tom Micuda, Deputy Director Planning and Community Development

Erin Borland, Planner III

Andrew Finch, Senior Transportation Planner

Shelley Francis, Permit Technician

Other Staff present:

Lisa Kunz, City Clerk

Mr. Raymond affirmed a quorum of the Board was present.

MINUTES

Chair Dave Bertelsen asked if there were any comments or corrections to the minutes of the meeting held on September 28, 2021. Seeing none, Mr. Pankratz moved to approve the minutes. Ms. Shinaberger seconded, and all being in favor, the minutes were approved.

BOARD ACTIONS REQUIRING A PUBLIC HEARING

Request for a Conditional Use Permit to allow a “Community center” land use in the R-3 Single-family High Density zoning district for property addressed as 3400 Flood Road and legally described as Block 15A of the Second Amended Plat of Tract 3 of Block 14 and Block 15, Belview Palisade Addition to the City of Great Falls, SE ¼ NW ¼ Section 22, T20N, R4E, P.M.M., Cascade County, MT

Tom Micuda, Deputy Director, presented to the Board. He stated that the applicant, Foothills Community Christian School, submitted an application requesting a Conditional Use Permit to allow a “Community center” land use in the R-3 Single-family High Density zoning district for a property located south of an existing church at 3400 Flood Road. The applicant proposes to develop a 16,100 square foot indoor athletic facility, as well as an outdoor soccer field on the vacant 4 + acre property. Mr. Micuda stated that Foothills intends to host sporting events that are school related, but also partner with other outside organizations for recreational play at various levels from youth to adult competition. Larger events, such as tournaments, are expected to be held in the facility 2-4 times a year in the multipurpose facility.

Mr. Micuda presented an Aerial Map, Zoning Map, and Site Photos.

Mr. Micuda stated that the applicant is proposing that there will be 95 on site parking spots and a connected driveway through a shared parking agreement with the Church. The Agreement would be required if the Board supports the Conditional Use Permit. It would allow the applicant to have access to 116 spots on the church property. Mr. Micuda also stated that on the Preliminary Site Plan there will be a sidewalk that will connect the two properties and there will be a pedestrian crossing at Derby and Flood Road.

Mr. Micuda presented the Preliminary Site Plan and Renderings.

Mr. Micuda said that staff has not received a lot of input, but did receive an email from a resident on Beargrass Drive that expressed concern about traffic safety, but otherwise supported the project. The resident expressed concern about the narrowness of the road and the turns into and out of the church property, and wondered about whether a turn lane was needed. Mr. Micuda stated that during the 2008 annexation of the property, money was placed in escrow for widening the road and adding sidewalks. He stated that current traffic counts are low on Flood Road at 1650 vehicles per day. He stated that based on the ITE Manual, the rec center will generate a little over 500 daily trips with approximately 44 in evening peak times and that the situation will be monitored.

Mr. Micuda presented a few of the Findings of Fact/Basis of Decision CUP –17.16.36.40:

1. The zoning and conditional use is consistent with the Growth Policy and applicable neighborhood plans, if any.
 - Social Policies of Plan support provision of quality recreation programs.

- Physical Policies support redevelopment of underutilized properties as well as encouraging a diversity of uses.
2. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, not substantially diminish and impair property values within the neighborhood.
 - Located along a railroad line (challenges for single family lots)
 - Located adjacent to a church.
 - Eastern part of the property along Flood Rad is not ideal for single family
 - Lots across the street are already platted for development
 3. Adequate utilities, access roads, drainage and/or necessary facilities have been or are being provided.
 - City water and sewer mains are currently available
 - The CUP will be required to meet the Public Works Department's storm water quantity and quality standards.
 - Access points line up with the subdivision to the east
 - Parking has been pushed back into property for future improvements to Flood Road
 - Money in escrow and traffic on Flood Road will need to be monitored.

PETITIONER'S PRESENTATION

Kerry Kotesky, 493 Vineyard, Advancement Coordinator at Foothills Community Christian School, and John Fried, 136 Sunflower Lane, Foothills Community Christian School, were available to answer any questions that the Board had. Ms. Kotesky stated that for years they have had a partnership with the Montana School for the Deaf and Blind to use their facility as a sports venue for now, but it is time for the school to have control over their own sports venue and to grow. Mr. Pankratz asked the applicants if they had any concerns about any of the City's conditions (proposed as Condition of Approval #8) with the shared parking agreement. Ms. Kotesky responded that they did not have any concerns.

QUESTIONS

Mr. Bertelsen asked if the church that is being referenced is Foothills or if it is a separate church. Mr. Micuda responded that it is a separate church. Mr. Bertelsen also asked what the speed limit is on Flood Road. Mr. Fried responded that it is 45 M.P.H. Mr. Bertelsen also noticed that on the Site Plan, that there were no sidewalks currently on Flood Road. Mr. Micuda stated that staff struggled with what to do about the sidewalk requirement because when the church came in for their annexation, they were not required to put sidewalks because it was thought at the time that Flood Road would need to be improved, Staff felt that it was a reasonable recommendation to have the same situation on this request and when Flood Road is looked at

more comprehensively for improvements, then sidewalk will be added. There will be an internal sidewalk to connect the proposed facility with the existing church.

PROPOSERS

None.

OPPOSERS

None.

BOARD DISCUSSION AND ACTION

MOTION: That the Zoning Commission recommend the City Commission approve the Conditional Use Permit for the Subject Property as legally described in the Staff Report, and the accompanying Findings of Fact, subject to the Conditions of Approval being fulfilled by the applicants.

Notable Conditions:

- 4. Allowance to use the Public Lands and Institutional Code instead of the residential code for signage requirements
- 5. Pedestrian Crossing Requirement on Flood Road.

Request the Commission add Condition of Approval #8 – That a shared parking agreement with the church to the north be recorded, subject to City review.

Made by: Mr. Mills

Second: Ms. Shinaberger

VOTE: All in favor, the motion carried 4-0

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Rezone of Lots 5-10, Block 736, of the Tenth Addition to Great Falls Townsite, including those portions of the vacated 17th Street South and 4th Alley South right of way, and approval of a non-administrative plat to aggregate the various lots of the vacated rights-of-way.

Ms. Borland presented to the Board. She stated that the Great Falls Public School District recently acquired six lots from the City of Great Falls within Kranz Park, just west of Great Falls High School. The school district is proposing an additional parking lot, closer to the existing high school stadium and then extending the practice fields further west, using the newly obtained lots. In order to proceed with the proposal the district has filed an application to vacate the rights-of-way for 17th Street South between 3rd Avenue South and 4th Avenue South, as well as for 4th Alley South, adjacent to the six lots the school district has acquired. In addition to the rights-of-way vacation request, the school district is also requesting to rezone the lots acquired and the vacated rights-of-way, as well as a non-administrative plat to aggregate the acquired lots and the vacated rights-of-way.

Ms. Borland presented an Aerial Map of Great Falls High School.

Ms. Borland stated that the applicant is proposing 85 new parking spots in the Lot H parking lot.

Ms. Borland stated that the current zoning is Parks and Open Space and the applicant is proposing the zoning to be changed to Public Lands and Institutional, which will give the Great Falls Public School District some more flexibility on how they use the parcels in the future.

Ms. Borland presented a few of the Findings of Fact/Basis of Decision Zoning Map Amendment: OCCGF §17.16.40.030

1. The amendment is consistent with and furthers the intent of the City's Growth Policy.
 - The Growth Policy recognizes that the City has vital educational assets, and as a result, the document contains policy guidance to support the growth and development of these institutions.
2. The code with the amendment is internally consistent.
 - The proposed zoning map amendment is not in conflict with any portion of the existing City Code and will be consistent with the adjacent existing zoning of the school.

Ms. Borland presented the Non-Administrative Plat.

Mr. Borland presented the Effect on Local Services: (Prepared in Response to 76-3-608(3) MCA)

Ms. Borland stated that if the vacation is approved, the Public Works Department will further review the proposal for the abandonment of utilities as well as dedication of any necessary easements. Such easements will be needed due to existing utilities that are present in these rights-of-ways.

PETITIONER'S PRESENTATION

Jana Cooper, 1800 River Drive North, TD & H, thanked the Board members for letting them present the project. Ms. Cooper stated that the School District wants to be a good neighbor by improving parking. She stated that they met with the Neighborhood Council and they voted in support of the proposal.

QUESTIONS

Mr. Pankratz asked if the parking lot will have access on both the north and south side. Ms. Cooper responded that it would. In response from a question from the public, Mr. Pankratz wanted to know if the other side of Kranz Park will still be a park. Ms. Cooper responded that yes it will be and she believes that the City has some planned improvements for the park.

PROPONENTS

None.

OPPONENTS

None.

BOARD DISCUSSION AND ACTION

MOTION: That the Zoning Commission recommend the City Commission approve the rezoning request from POS Parks and Open Space to PLI Public Lands and Institutional for the

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subject property as legally described in the Staff Report, and the accompanying Findings of Fact/Basis of Decision, subject to the Conditions of Approval being fulfilled by the applicants.

Made by: Mr. Pankratz

Second: Mr. Mills

VOTE: All in favor, the motion carried 4-0

MOTION: That the Planning Advisory Board recommend the City Commission approve the amended plat aggregating the various parcels as legally described in the Staff Report, and the accompanying Findings of Fact/Basis of Decision, subject to the Conditions of Approval being fulfilled by the applicants.

Made by: Ms. Shinaberger

Second: Mr. Pankratz

VOTE: All in favor, the motion carried 4-0

BOARD ACTIONS NOT REQUIRING A PUBLIC HEARING

Section 5303 Federal Transit Administration Funding Contracts with the Montana Department of Transportation and the Great Falls Transit District

Andrew Finch, Senior Transportation Planner, presented to the Board. He stated that annually, the Planning Advisory Board enters into contracts with the Montana Department of Transportation and the Great Falls Transit District to receive and pass on Federal transit planning funds, referred to as Section 5303 Contracts.

BOARD DISCUSSION AND ACTION

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MOTION: That Planning Advisory Board approve the Section 5303 Contracts with the Montana Department of Transportation and the Great Falls Transit District.

Made by: Mr. Pankratz

Second: Mr. Mills

VOTE: All in favor, the Motion carried 4-0

Recommendations of Expired Terms of Board Members – Chair Dave Bertelsen, Kelly Buschmeyer and Samantha Shinaberger

Craig Raymond stated that terms for three of the Planning Board members have expired and if the Board members in question are interested in continuing to serve on the board, the Planning Advisory Board can vote in favor of them serving second terms and the recommendations will then go to the City Commission.

MOTION: The Planning Advisory Board recommends to the City Commission that they re-appoint Board Members Dave Bertelsen, Kelly Buschmeyer, and Samantha Shinaberger to an additional term on the Planning Advisory Board/Zoning Commission.

Made by: Mr. Mills

Second: Mr. Pankratz

VOTE: All in favor, the Motion carried 4-0

Recommendations for Chair and Vice Chair appointments for 2022

MOTION: The Planning Advisory Board recommends to the City Commission that they reappoint Dave Bertelsen as the Chair and elect Tory Mills as the Vice Chair for the Planning Advisory Board in 2022.

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Made by: Mr. Pankratz

Second: Ms. Shinaberger

VOTE: All in favor, the Motion carried 4-0

COMMUNICATIONS

Mr. Micuda stated that there will be one Public Hearing item coming up for a Conditional Use Permit to allow a duplex at 1700 1st Avenue North. He stated that the meeting will be held in the Gibson Room on January 11, 2022.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business, Chair Bertelsen adjourned the meeting at 3:51 p.m.

CHAIRMAN

SECRETARY



Meeting Date: January 11, 2022

**CITY OF GREAT FALLS
PLANNING ADVISORY BOARD / ZONING COMMISSION AGENDA REPORT**

Item: Public Hearing - Conditional Use Permit for a “Two-family residence” land use upon the property addressed as 1700 1st Avenue North and legally described as the North 110’ of Lot 1, Block 328, Great Falls 3rd Addition, Section 7, T20N, R4E, PMM, Cascade County, Montana

Initiated By: Daniel Guest, Owner

Presented By: Brad Eatherly, Planner II, Planning and Community Development

Action Requested: Recommendation to the City Commission

Public Hearing:

1. Chairman of the Board conducts public hearing, pursuant to OCCGF 1.2.050 and Title 17, Chapter 16, Article 6.
2. Chairman of the Board closes public hearing and asks the will of the Board.

Suggested Motion:

1. Board Member moves:

“I move that the Zoning Commission recommend the City Commission (approve/approve with conditions/deny) the Conditional Use Permit as legally described in the Staff Report, and the accompanying Findings of Fact, subject to the Conditions of Approval being fulfilled by the applicants.”

2. Chairman calls for a second, board discussion, and calls for the vote.

Background:

The applicant, Daniel Guest, has submitted an application to request a Conditional Use Permit to allow for the legalization of a “two family residence” land use upon the property addressed as 1700 1st Avenue North and legally described as the North 110’ of Lot 1, Block 328, Great Falls 3rd Addition, Sec. 9, T20N, R4E, PMM, Cascade County, MT. The subject property is zoned R-3 Single-family high density, wherein a “two family residence” land use is permitted upon receiving approval of a Conditional Use Permit and fulfillment of any required conditions.

The subject property is identified in the City’s records as containing a single-family residence with no indication of ever being a used as a two-family residence. The current owner acquired the property and is requesting to turn it into an “up/down” duplex. While the property in question is located within an R-3 Single family high density zoning district, there are several properties with the land use of “two-family residence” or “multi-family residence” that are located in close proximity. One block to the north is the Columbus Center, a multi-story high-rise within an M-1, Mixed-use zone. A portion of that property is

also utilized as a “Multi-family residence” land use. Because of the mix of density found in the area, legalizing the second unit through the requested Conditional Use Permit would be congruent with the land uses in the area.

The basis for decision for a Conditional Use Permit is listed in OCCGF §17.16.36.040. The Zoning Commission's recommendation and the City Commission's decision to approve, conditionally approve, or deny an application shall be based on whether the application, staff report, public hearing, and additional information demonstrates that the criteria which are attached as Findings of Fact - Conditional Use have been met.

Impacts:

Increasing the residential density of the lot from one to two units will not adversely impact the area. The house on the property has been neglected and in disrepair for a number of years. The owner has acquired a building permit to remodel the house on the property and has already begun some interior work. The proposal to add a second living unit can be achieved simply by adding additional fire protection to the ceiling/floor which would separate the two units. A more detailed analysis of impact can be found in the attached Basis of Decision.

Improvements:

Staff recommends that the owner be required to improve the approach to the driveway off 17th Street North. The approach and sidewalk within the boulevard are in extreme disrepair and should be improved to City standards. The applicant is proposing demolition of an existing garage which would allow the required 4 parking stalls (two stalls per living unit), with each stall being at least 9 feet in width, according to the Land Development Code within the Official Code of the City of Great Falls (OCCGF). Because these stalls are proposed to be facing the property to the east, staff recommends requiring a short fence or evergreen landscaping to buffer the stalls from the adjoining property. Staff also recommends that the owner keep existing vegetation and a 4-foot fence that buffers the subject property from a small lot abutting it to the south.

Proximity to Other Uses:

The Subject Property is a corner lot, bounded to the north, east, and south by single-family homes. There are several duplexes, three-plexes, and four-plexes nearby. One block to the north is the Columbus Center which also utilizes a multi-family land use on its lot.

Neighborhood Council Input:

Due to the holidays, Neighborhood Council 8 has not met prior to the Zoning Commission meeting. The Council will be meeting on January 20, 2022, at which point any recommendation made to the City Commission will be included in a future agenda report.

Concurrences:

Representatives from the City’s Engineering, Police, Building and Fire/Rescue Departments have reviewed the proposal and have no objections to the issuance of the Conditional Use Permit

Fiscal Impact:

Approval of the CUP would have no adverse financial impact upon the City of Great Falls. Approval would result in the legal use of the second unit on the parcel, which would increase the value of the property.

Staff Recommendation:

Staff recommends approval of the Conditional Use Permit, subject to the conditions stated within the agenda report.

Conditions of Approval:

1. **Subsequent Modifications and Additions:** If, after establishment of the conditional use, the owner proposes to expand or modify the use, buildings, and/or structures, the Director of the Planning and Community Development Department shall determine in writing if such proposed change would alter the finding for one or more review criteria found in OCCGF 17.16.36.040. If such proposed change would alter a finding, the proposal shall be submitted for review as a new conditional use application. If such proposed change would not alter a finding, the owner shall obtain all other permits as may be required.
2. **Expiration:** The Conditional Use Permit shall expire one year after the date of issuance, if a Certificate of Occupancy has not been issued. The Administrator may extend the expiration date by up to one year if substantial work is ongoing. The Administrator may issue a Temporary Certificate of Occupancy that is valid for no more than one year if the only condition(s) remaining to be fulfilled involve landscaping that cannot be successfully established until the weather permits.
3. **Abandonment:** If the permitted conditional use ceases to operate for more than six months, the Conditional Use Permit shall expire.
4. **General Code Compliance:** The proposed project shall be developed consistent with the conditions of approval adopted by the City Commission, and all codes and ordinances of the City of Great Falls, the State of Montana, and all other applicable regulatory agencies.
5. **Fire-rating:** The owner must provide a fire-rated floor/ceiling to allow the up/down duplex to pass building code.
6. **Parking:** The owner must provide four (4) off-street parking stalls in order to comply with the Land Development Code of the OCCGF. A short fence or evergreen landscaping will be required to buffer the parking stalls from the abutting property to the east. The existing short fence and landscaping abutting the property to the south shall remain.
7. **Improvements to Public Right-of-Way:** The owner must repair the driveway approach and sidewalk within the right-of-way along 17th Street North to City standards.
8. **Acceptance of Conditions:** No zoning or building permits shall be issued until the property owner acknowledges in writing that it has received, understands, and agrees to comply with the conditions of approval.

Alternatives:

The Zoning Commission could recommend denial of the Conditional Use Permit, providing an alternate Basis of Decision to support the action.

Attachments/Exhibits:

Basis of Decision

Site Layout

Aerial Map

Zoning Map

Site Photos

Applicant Narrative

CONDITIONAL USE PERMIT - BASIS OF DECISION

The applicant is requesting the approval of a Conditional Use Permit (CUP) for a Two-Family Residence located at 1700 1st Avenue North in the R-3 district.

1. The zoning and conditional use is consistent with the City's Growth Policy and applicable neighborhood plans, if any.

The proposed two-family residence provides housing diversity and increased density in the core of the City and also takes advantage of existing street and utility infrastructure. More specifically, it is consistent with the following policies in the City's Growth Policy:

Phy4.1 – Encourage a balanced mix of land uses through-out the City.

Phy4.1.5 – Encourage and incentivize the redevelopment or adaptive reuse of vacant or underutilized properties so as to maximize the City's existing infrastructure.

Phy4.3 – Optimize the efficiency and use of the City's Public facilities and utilities.

2. The establishment, maintenance or operation of the zoning and conditional use will not be detrimental to, or endanger the health, safety, morals, comfort or general welfare.

The CUP will have no detrimental impact upon the health, safety, morals, comfort or general welfare. The subject property has been inspected by Planning, Engineering, and Building staff. Because the building has been under-utilized and vacant for many years, the proposed use and remodel will benefit the surrounding area. The proposed Conditional Use will allow the driveway apron and sidewalk to be fixed to improve safety.

3. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

The residential uses in the neighborhood are generally mixed in density. While the majority of uses in the area are single-family, there are a number of area properties in the vicinity that have a land use of two family residential or multi-family residential. The existing appearance of the residential structure looks very similar to existing nearby single-family structures. Parking is proposed to be contained within the driveway. Because of these factors, the conditional use will not adversely impact the use, enjoyment or property value of any property in the immediate vicinity.

4. The conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

The project will not impede the normal and ordinary development and improvement of surrounding properties. All of the residentially zoned lots located north, east and west of the property are already developed. Adjacent property owners have been notified about the project and City staff has received no questions regarding project specifics. As of the date of this agenda report, there have been no comments.

5. Adequate utilities, access roads, drainage and/or necessary facilities have been or are being provided.

Adequate services and infrastructure are available to serve the two family dwelling. Full sidewalks, water, sewer and paved roads already exist adjacent to the subject parcel. The curb-cut is located off of 17th Street North and any utilities needed for the duplex will need to be permitted through the City.

6. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

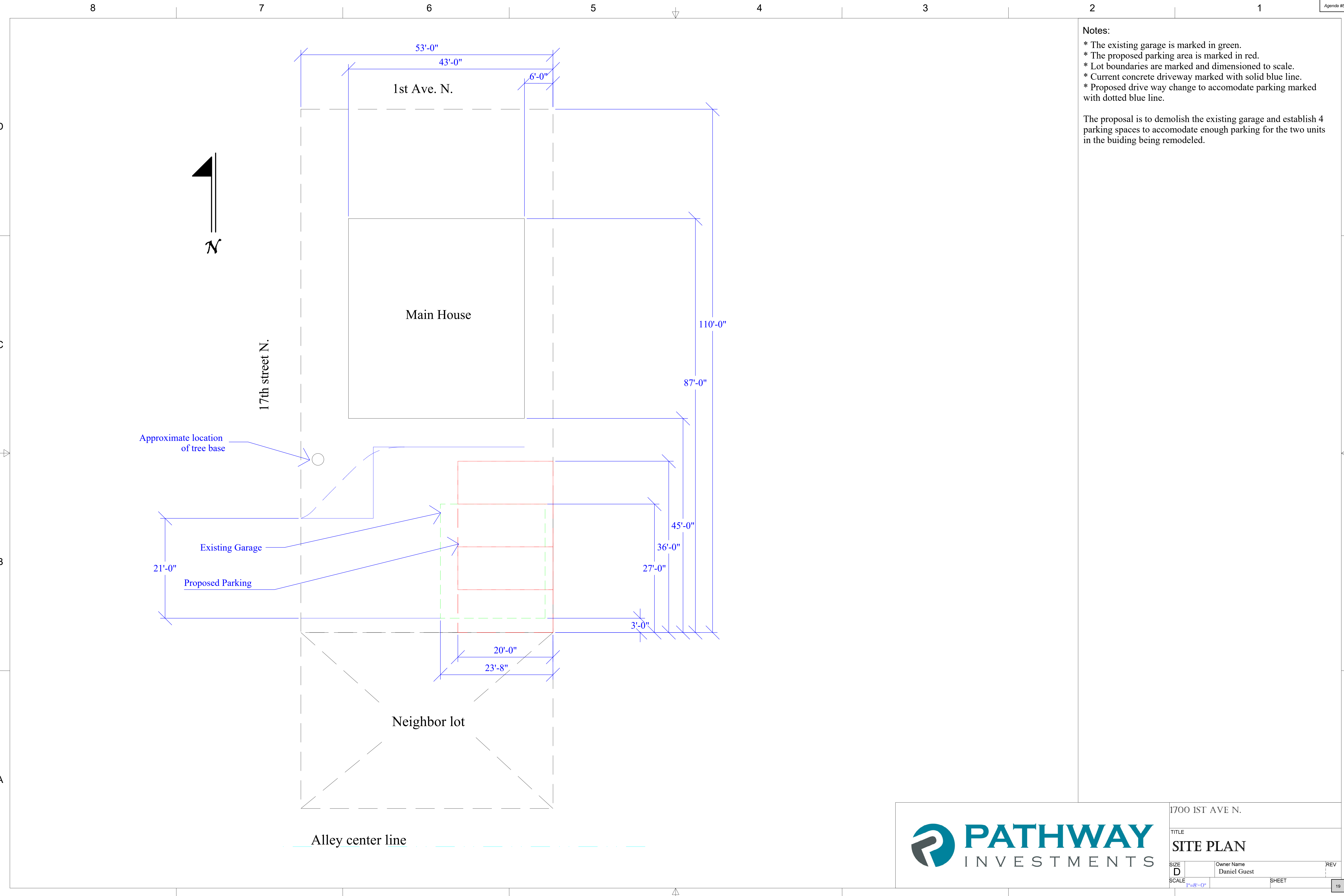
The project will generate little daily traffic, and will have no discernible impact upon the area road network. Driveway access is off the lower volume street (17th Street North), thereby avoiding a point of conflict upon the higher-traffic avenue (1st Avenue North).

7. The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the City Commission.

The lot is of sufficient size for the proposed two-family use to comply with all applicable regulations in the City's Land Development Code and, more specifically, the R-3 Zoning District. Conditions of Approval include improving the apron to the driveway and the sidewalk within the public right of way, creating a buffer between the parking spaces and the property to the east, and keeping an existing buffer between the subject property and the property to the south. The City's Building Department will require fire-rated construction between the lower and upper dwelling units.

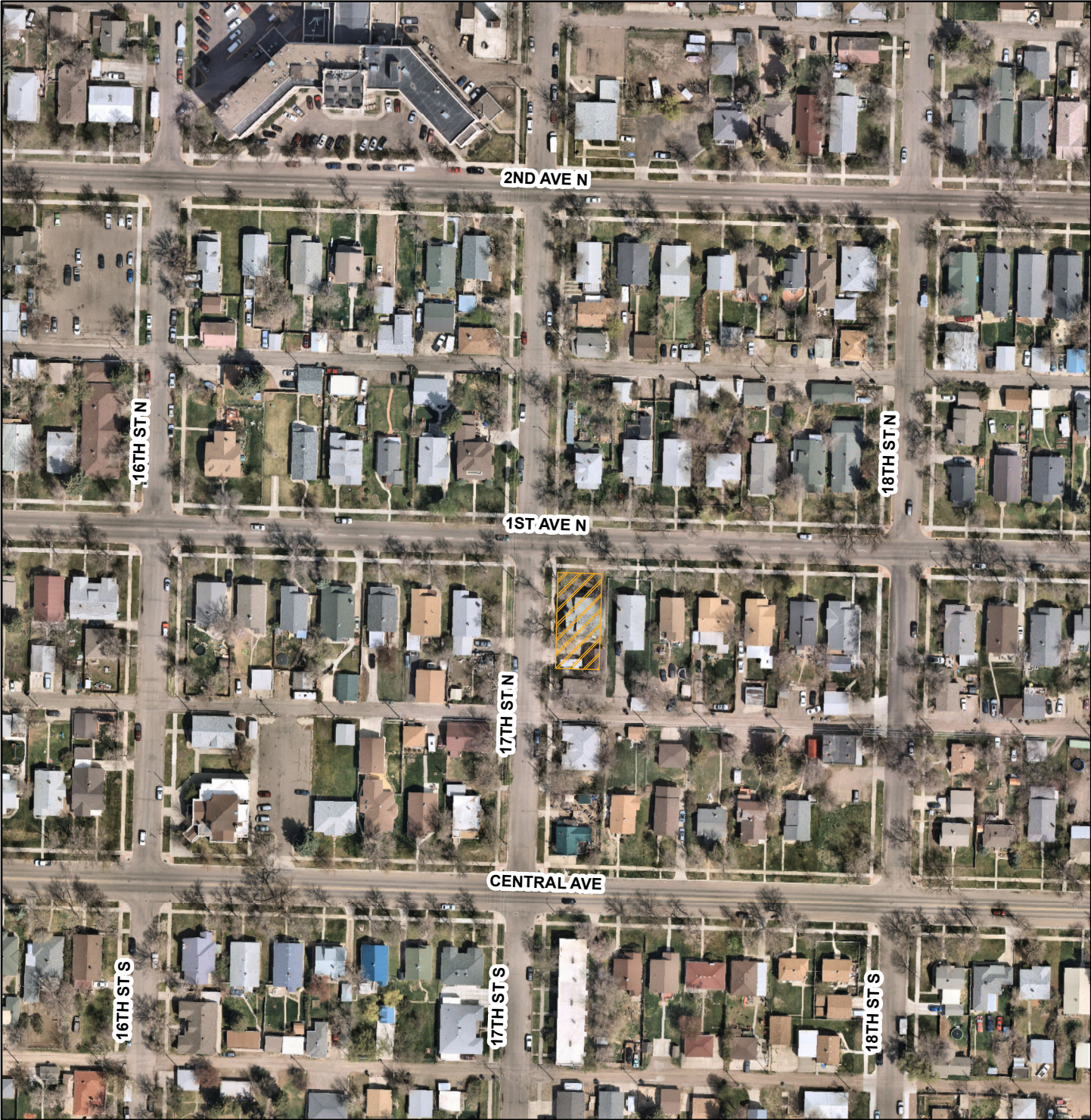
- Notes:
- * The existing garage is marked in green.
 - * The proposed parking area is marked in red.
 - * Lot boundaries are marked and dimensioned to scale.
 - * Current concrete driveway marked with solid blue line.
 - * Proposed drive way change to accomodate parking marked with dotted blue line.

The proposal is to demolish the existing garage and establish 4 parking spaces to accomodate enough parking for the two units in the buiding being remodeled.



		1700 1ST AVE N.	
		TITLE SITE PLAN	
SIZE D	Owner Name Daniel Guest	REV	
SCALE 1"=8'-0"		SHEET	19

EXHIBIT A

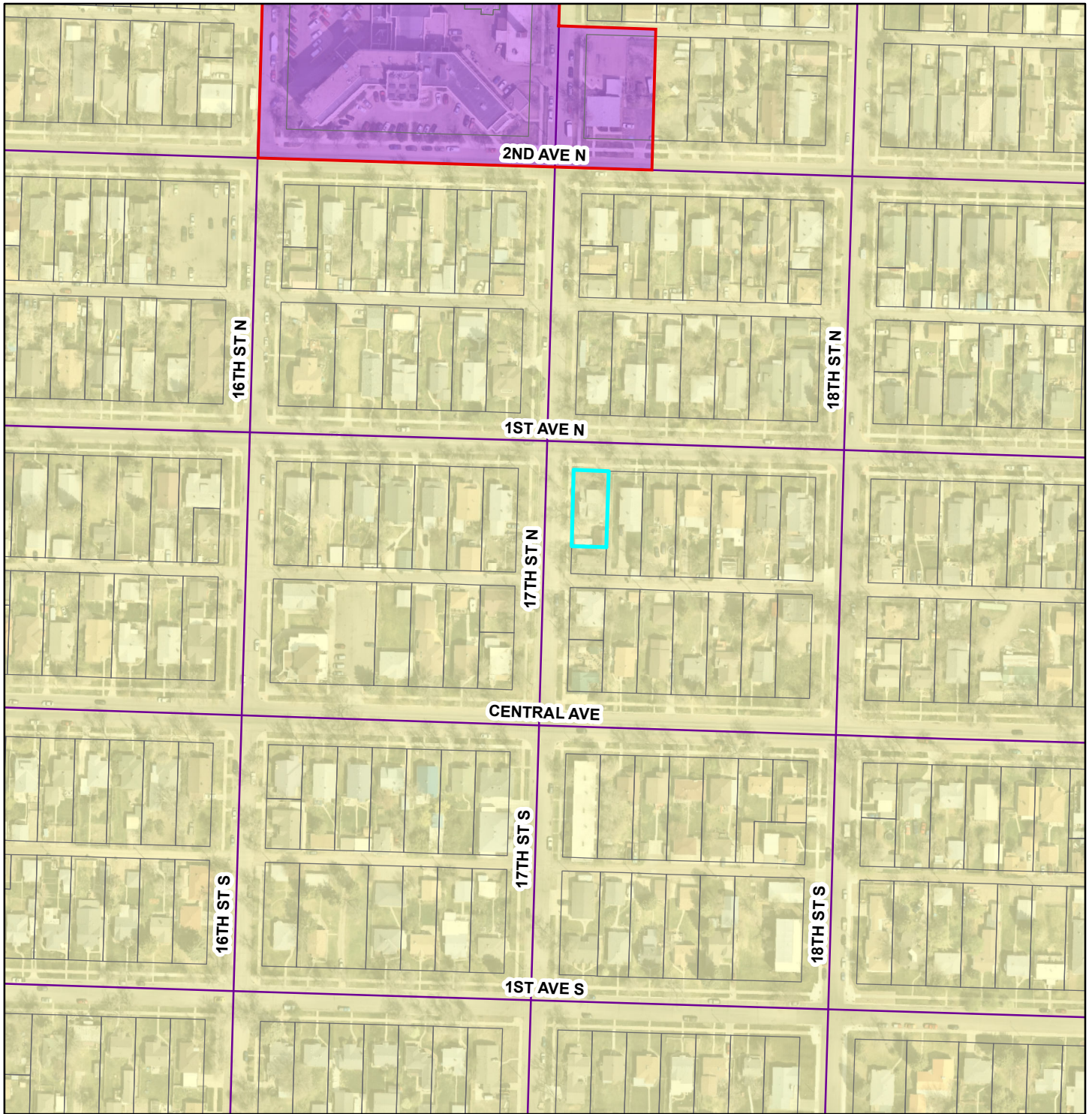


 Subject Property



 City Limits



ZONING MAP



Legend

-  R-3 Single-family High Density
-  M-1 Mixed-use District



N

Site Photos



Looking east from 17th Street North



Looking NE from 17th St. North



View of vegetation and fence between properties

Daniel Guest

daniel7guest@gmail.com

406-880-2769

Inconsideration of the property at 1700 1st Ave. N.,

I would like to use the property at 1700 1st ave N as a duplex rental property. I believe that this use would be in the interests of the people of Great Falls since it would provide affordable housing for the community. This house appears to have already been used for this purpose in the past since it was constructed in such a way as to make the basement apartment divisible from the rest of the house with its own access door. Additionally egress windows have been added to allow for two bedrooms in the basement. Also, it is my understanding that the previous layout of the house included a complete kitchen and all the facilities needed for a separate unit. Currently the only drawback is that dual occupancy is not allowed at this property.

I have already begun a remodel of the structure to return it to a livable condition which will include a complete overhaul of the plumbing, electrical, and heating systems throughout the house. Additionally, I am in the process of completing work to reinforce the old foundation. All this work has been permitted through the city and parts of it have already been inspected.

I believe that allowing this property to be used in this way would not be outside the bounds of what the city has deemed permissible. I have noted 16 different properties within a two-block radius of my house that are being used as multi-unit dwellings, some with more then two units. In the map below I have marked these units with a star and my house is marked with the heart.

