



Planning Advisory Board/Zoning Commission
2 Park Drive South, Great Falls, MT
Gibson Room, Civic Center
May 12, 2020 3:00 PM

UPDATES CONCERNING PROCESS OF MEETINGS

Due to the COVID-19 health concerns, the format of the Planning Advisory Board/Zoning Commission meeting will be held in a virtual video-conferencing environment. 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:

- Planning Advisory Board/Zoning Commission members and City staff will attend the meeting via a remote location, using a virtual meeting method.
- 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 comment will be taken during the meeting as indicated on the agenda with an asterisk. Public participation is welcome in the following ways:
- Attend in person. Refrain from attending in person if you are not feeling well. The City will require social distancing at the meeting, and may limit the number of persons in the Gibson Room according to applicable health guidelines.
- Provide public comments via email. Comments may be sent via email before 12:00 PM on Tuesday, May 12, 2020, to: jnygard@greatfallsmt.net. Include the agenda item or agenda item number in the subject line, and include the name and address of the commenter. Written communication received by that time will be shared with the Planning Advisory Board/Zoning 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. This is a pilot service to test the feasibility of expanded public participation by phone. We ask for your patience in the event there are technical difficulties.

OPENING MEETING

1. Call to Order - 3:00 PM
2. **Roll Call - Board Introductions**

Peter Fontana - Chair
Charles Pankratz- Vice Chair

Dave Bertelsen
Kelly Buschmeyer
Tory Mills
Samantha Shinaberger
Laura Vukasin
3. Recognition of Staff

4. Approval of Meeting Minutes - March 10, 2020

BOARD ACTIONS REQUIRING PUBLIC HEARING

5. Conditional Use Permit for a “two-family residence” land use upon the property addressed as 4921 9th Avenue South and legally described as Lot 9, Block 7, Sunrise Terrace 2nd Addition, Sec. 9, T20N, R4E, PMM, Cascade County, MT.
6. Public Hearing – Rezone of Tracts 1 and 2 of Certificate of Survey 3607 located in Sections 2 and 11, T20N, R3E, P.M.M., Cascade County, Montana.

BOARD ACTIONS NOT REQUIRING PUBLIC HEARING

7. Ordinance 3215, “An Ordinance Repealing Title 17, Chapter 12, Article 3, of The Official Code of The City of Great Falls (OCCGF), Pertaining to The Great Falls Design Review Board.”

COMMUNICATIONS

8. Next Meeting Agenda - Tuesday, May 26, 2020 -Likely to be canceled

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
OF THE
GREAT FALLS PLANNING ADVISORY BOARD/ZONING COMMISSION
MARCH 10, 2020**

CALL TO ORDER

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

ROLL CALL & ATTENDANCE

Planning Board Members present:

Charles Pankratz, Vice Chair
Tory Mills
Samantha Shinaberger
Laura Vukasin

Planning Board Members absent:

Peter Fontana, Chair
Dave Bertelsen
Kelly Buschmeyer

Planning Staff Members present:

Craig Raymond, Director Planning and Community Development
Thomas Micuda, Deputy Director, Planning and Community Development
Erin Borland, Planner III
Lonnie Hill, Planner I
Jamie Nygard, Sr. Admin Assistant

Other Staff present:

Joseph Cik, Assistant City Attorney
Jesse Patton, Senior Civil Engineer
Jim Young, Interim City Engineer

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

MINUTES

Vice Chair Charles Pankratz asked if there were any comments or corrections to the minutes of the meeting held on February 25, 2020. Seeing none, Ms. Vukasin moved to approve the minutes. Mrs. Shinaberger seconded, and all being in favor, the minutes were approved.

BOARD ACTIONS NOT REQUIRING PUBLIC HEARING

Minor Subdivision-Reynolds Subdivision addressed as 2400 6th St NW and legally described as Lot 7 of the First Supplement to Hillside Tract, located in the SE1/4 of Section 34, Township 21 North, Range 3 East, P.M.M., Cascade County, Montana.

Lonnie Hill, Planner I, presented to the board an application from Ms. Reynolds requesting a minor subdivision to create a second lot on which the applicant proposes to build a second single-family residence with an attached garage at 2400 6th St NW. In 2019, the Board of Adjustment denied the applicant's request for a variance. The current subdivision request allows the applicant to address the original need for more garage space without triggering a code compliance issue. The property would be divided into two lots. The first one in the front with the existing single family residence, will be 0.410 acres and the lot in the back will be 0.519 acres with a driveway access to 6th St N.W. The property does butt up to the County and there are other properties in the area with are known as "flag lot" configurations for the same purpose. Local services are already provided so there will not be a need for any public infrastructure. Staff recommends approval to the Board. Mr. Hill did state that there are conditions of approval. The first being that the proposed project shall be developed consistent with the conditions of the report and all codes and ordinances of the City of Great Falls, the State of Montana, and all other applicable regulatory agencies. The second is the applicant shall provide an amended plat of the subject property which shall be in compliance with survey requirements of the Title and State law and incorporate corrections of any errors or omissions noted by Staff. Third is the proposed plans shall conform to the R-2 zoning district development standards in the Land Development Code within the Official Code of the City of Great Falls and the last being the proposed plans shall conform to the International Building Codes as adopted by the City of Great Falls Building Division.

PETITIONER'S PRESENTATION

Mr. Hill introduced Janna Reynolds, 105 30th Ave N.E., property owner. Ms. Reynolds stated that it is a family lot and they are wanting to build a new home on the lot and need the extra garage space for storage of campers and boats. Vice Chair, Pankratz asked about the single family residence being built and Ms. Reynolds responded that because the variance was denied by the Board of Adjustment that this solution was the easiest work around to still be in compliance with the code.

John Reynolds, 2400 6th St. N.W., property owner, stated that the lot is just shy of an acre. The lot and driveway will be large enough for the fire department to drive down and turn around. Mr. Pankratz asked if the main residence will be in the front and Mr. Reynolds stated that yes that will be the primary dwelling and a three stall garage will be in the back. Mr. Hill did state that through the City's internal design review process the Fire Department did request the driveway configuration as it is proposed.

PUBLIC QUESTION AND ANSWER SESSION

There were no questions from the public

PUBLIC COMMENT

BOARD DISCUSSION AND ACTION

Mr. Pankratz did ask the staff if there was Neighborhood Council input. Mr. Hill responded that the project information was sent out via email to the council members and two responses were received that stated no comment.

MOTION: That the Planning Advisory Board recommend the City Commission approve the minor subdivision legally described as Lot 7 of the First Supplement to Hillside Tract with conditions.

Made by: Ms. Vukasin
Second: Ms. Shinaberger
VOTE: All in favor, the motion carried 4-0

City of Great Falls Standards for Design and Construction

Jesse Patton, Senior Civil Engineer, presented to the board the Standards for Design and Construction. Mr. Patton stated that this is the first document of its type, so it is not a revision. The purpose of the document is to provide the minimum infrastructure requirements for developments providing infrastructure. There was a Town Hall meeting held on January 8 to solicit input from the community. The document includes standard drawings and details and identifies standards for water system, sanitary sewer systems, storm drain systems and street systems including sidewalks, ramps and driveways. Based on the contents of this document, there will be updating of the City Code within Title 17, which will be presented at a later date for review. The document will be updated with any comments and then presented to City Commission. The intent is for the Standards manual to be a living document. As techniques and technology changes, the document can be updated.

PETITIONER'S PRESENTATION

PUBLIC QUESTION AND ANSWER SESSION

There were no questions from the public

PUBLIC COMMENT

BOARD DISCUSSION AND ACTION

Ms. Vukasin stated that she has had some comments from contractors in the community and they were very complimentary to the effort put into the document.

Mr. Pankratz asked if the document is for the general public and Mr. Patton responded that it is geared towards an engineers, architects, and contractors. Mr. Pankratz did ask also if there are new requirements and Mr. Patton responded that there are some new requirements, such as requirements for road thicknesses, based on the input that was received.

Mr. Mills asked how the comparison to other cities was done. Mr. Patton responded that there were several meetings and staff talked with inspectors, staff from other departments such as

Planning and Building, and Division heads from Public Works. Staff also reviewed current city standards that are being required for infrastructure.

MOTION: That the Planning Advisory Board recommend the City Commission adopt the City of Great Falls Standards for Design and Construction.

Made by: Mr. Mills

Second: Ms. Vukasin

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

City of Great Falls Extension of Services Plan

Jim Young, Interim City Engineer, presented to the board the City of Great Falls Extension of Services Plan. Mr. Young stated that the purpose of the long-range plan for extension of services is to evaluate and provide plans for the following infrastructure and services: police protection, fire protection, garbage collection, street maintenance, and extension of water service, sanitary sewer service, and storm water management. The plan will be supplemented by individual Utility and Transportation Master Plans. Mr. Young stated that the staff looked at other municipalities with existing extension of services plans. Staff also looked at the Imagine Great Falls 2025, Growth Policy Update 2013, solicited input from other City departments, met with stakeholders in a focus group and presented the plan at a Town Hall meeting as well as a City Commission meeting in January 2020.

The purpose of the plan is to provide methods for financing the extension of services while distributing costs to appropriate parties. Financing sources within the plan include the developer, the City, Special Improvement Districts, and grants. Another purpose for the plan is to complement the Imagine Great Falls 2025 Growth Policy 2013 Update with focus on methods for annexing and providing City services.

Contents of the Extension of Services Plan include potential growth area and boundaries, economic conditions and trends, physical growth trends, impediments to growth, growth stimulants, prevailing growth patterns, projected growth areas, and policies for oversizing and reimbursement of infrastructure. The document also includes the recommended policies for extending services. There are general policies as well as more specific guidance for undeveloped areas, developed areas, and areas annexed as wholly surrounded land. There are also policies for reimbursement and oversizing policies being used by the City. The general policies cover providing essential services such as utilities, streets, garbage removal, fire, police protection and parks and recreation. The undeveloped area section contains ten policies mostly related to the extension of public improvements such as water, sewer, storm drain, solid wastes, streets, and fire protection. Developed areas policies include policies of infill development that may or may not have existing services. The areas annexed as wholly surrounded land addresses properties outside of the City limits that may or may not have existing City services. The policies for meeting cost of service includes twelve policies regarding who is responsible for the cost such as the developer, City contributions, user fees, tax payers or other sources.

Mr. Young stated that if the Planning Board recommends to move forward, the next step would be to take the plan to the City Commission. He did also state that this plan is a living document and will be updated as needed.

Mr. Pankratz did ask if generally in a new development, the developer is responsible for all of the infrastructure. Mr. Young responded that this is generally the case, but there are sometimes oversizing costs. This means that if the services do require oversizing to serve other existing areas in the City or potentially existing areas that are outside the City limits, than the City pays those costs. Mr. Pankratz asked if the City would be reimbursed then if there is a future development that uses this oversized infrastructure. Mr. Young stated that yes there could be a reimbursement back to the City or back to the developer if they do front costs for other developments. These situations are addressed through agreements that are done with the developer and the City.

Ms. Shinaberger asked about the statement in the agenda report that says the City has received mostly positive feedback and wanted to know if there was any negative feedback. Mr. Young stated that the Great Falls Development Authority had a few items of concern that will be addressed but most all the feedback has been positive. Mr. Raymond did add that some people may not agree with the discussion in regards to oversizing. Mr. Young added that one of the main reasons for the document is to remain consistent on how the City applies the policies and reimbursements.

MOTION: That the Planning Advisory Board recommend the City Commission adopt the City of Great Falls Extension of Services Plan.

PUBLIC COMMENT ON THE MOTION

Brett Doney, Great Falls Development Authority, 405 3rd St N.W. Suite 203, stated that the document is a great step forward but feels that it is not ready. He is concerned about the Potential Growth Areas map. The narrative discussing the map states that it illustrates projected growth for five years, but another section of the narrative states ten years. Some of the areas on the map are already annexed into the City, but the narrative states that all areas are outside of City limits. The map and the narrative need to be clarified before the document moves on to the City Commission. Mr. Doney also expressed concern for how the document will be used in land use decisions. The narrative needs to be clarified to explain how the document will be used by decision makers.

Mr. Raymond addressed Mr. Doney's concerns and stated that the map in the document is simply the areas likely to experience growth. Although some of the areas are already annexed into the City, there is not development on them yet, so they have a potential for growth. Mr. Raymond also noted that the document does not have the same status as the City's Growth Policies document. Mr. Pankratz asked if the document needed to be updated before City Commission review. Mr. Raymond responded that City staff have revised items in the past before they have been presented to the City Commission.

BOARD DISCUSSION AND ACTION

MOTION: That the Planning Advisory Board recommend the City Commission adopt the City of Great Falls Extension of Services Plan.

Made by: Ms. Vukasin
Second: Ms. Shinaberger
VOTE: All in favor, the motion carried 4-0

COMMUNICATIONS

PUBLIC COMMENT

ADJOURNMENT

There being no further business, Vice Chair Charles Pankratz adjourned the meeting at 3:55 p.m.

CHAIRMAN

SECRETARY



Agenda #: 5
Meeting Date: May 12, 2020

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

Item: Conditional Use Permit for a “two-family residence” land use upon the property addressed as 4921 9th Avenue South and legally described as Lot 9, Block 7, Sunrise Terrace 2nd Addition, Sec. 9, T20N, R4E, PMM, Cascade County, MT.

Initiated By: Alyssa McEwan

Presented By: Alaina Mattimiro, Planner I, Planning and Community Development Department

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 subject to the applicant fulfilling the listed Conditions of Approval.”

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

Background: The applicant, Alyssa McEwan, 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 4921 9th Avenue South and legally described as Lot 9, Block 7, Sunrise Terrace 2nd 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 an unrecorded second unit that was recently brought to the attention of the Planning and Community Development Department. Based on research conducted into both City and County records, the second unit has no history of installation or use. The current owner acquired the house with the unit already existing. Through discussion with the owner, it was determined that the second unit was remodeled and

has been in use as a second dwelling since before 2005. The applicant wishes to legalize the existing second unit within the residence through a Conditional Use Permit. While the property in question is located within an R-3 Single family high density zoning district, there are multi-family and commercial zoning districts and properties that are located in close proximity. More specifically, properties on the south side of 9th Avenue South are zoned both R-5 Multi-family Medium Density and C-1 Neighborhood Commercial. Because of the mix of density and use found in the area, legalizing the second unit through the requested Conditional Use Permit would create a smooth transition between the intensities of zoning districts.

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 Conditional Use Permit – Basis of Decision have been met.

Impacts:

Increasing the residential density of the lot from one to two units will not adversely impact the area. Because the two-family residence has existed on the property for at least 15 years, the impact of the two dwelling units has long been integrated into the fabric of the area. A more detailed analysis of impact can be found in the attached Basis of Decision.

Improvements:

No improvements are recommended. Although one parking space could be added on the property to strictly comply with the requirement for two family residences (two spaces per dwelling), staff doesn't recommend that this extra space be installed because the two units have existed for so many years.

Proximity to Other Uses:

The Subject Property is a corner lot, bounded to the north, east, and west by single-family homes. Across the avenue to the south are multi-family and commercial buildings.

Neighborhood Council Input:

The subject property is located in Neighborhood Council #4. The applicant had planned to present to the Council on March 26, 2020. This meeting has recently been canceled. Information about the request has been sent to the Council members to make sure they have an opportunity to provide comment on the request. Adjoining property owner notices were provided March 6, 2020, and again on April 24th, and the Planning and Community Development Department has yet to receive any comments regarding the Conditional Use Permit.

Concurrences:

Representatives from the City's Public Works, Great Falls Fire Rescue Department, and Building 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. **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 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.

Phy4.2.3 – Support actions that bring properties into conformance with the City's Land Development code requirements over time

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 existing second unit has existed for so many years, impacts to safety related to parking, traffic, or access have been integrated into the surrounding area.

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 on the south side of 9th Avenue South that are zoned and utilized as multi-family and commercial. The existing appearance of the residential structure looks very similar to existing nearby single-family structures. Parking is proposed to be contained within the garage and 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. The multifamily and commercially zoned areas south of 9th Avenue South will not be affected by the allowance for the existing two family unit. Adjacent property owners have been notified about the project and City staff has received no questions regarding project specifics. As of March 17, 2020, 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.

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 (E 50th Street South), thereby avoiding a point of conflict upon the higher-traffic avenue (9th Avenue South).

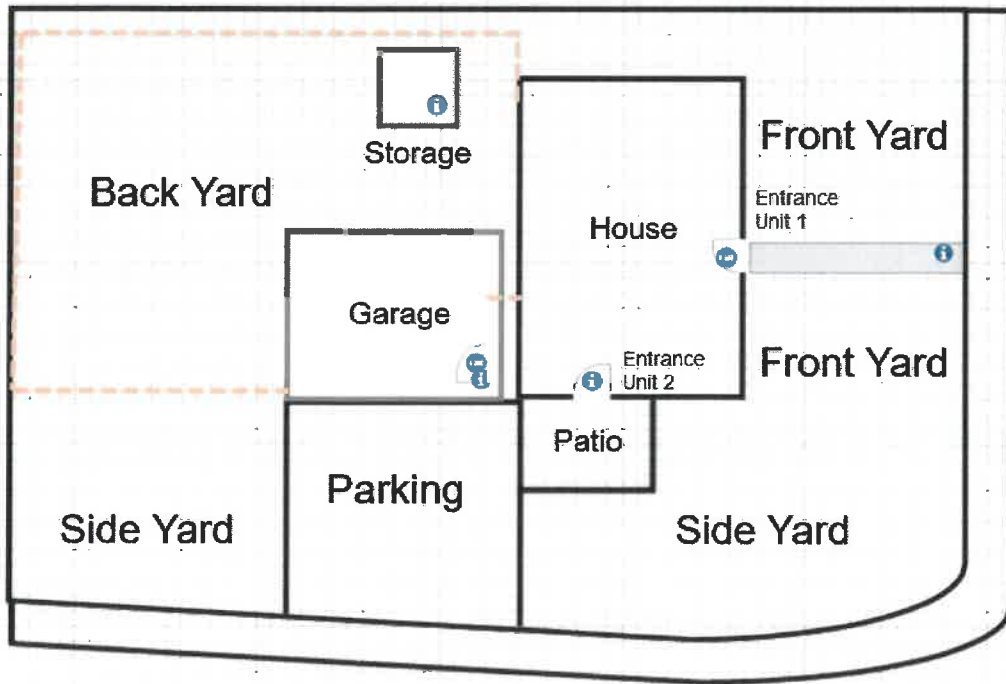
7. The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the City Commission.

The lot is of sufficient size to comply with all applicable regulations in the City's Land Development Code and, more specifically, the R-3 Zoning District.

Conditional Use Permit: 4921 9th Ave South Great Falls MT, 59405
McEwan & DeGuzman Duplex

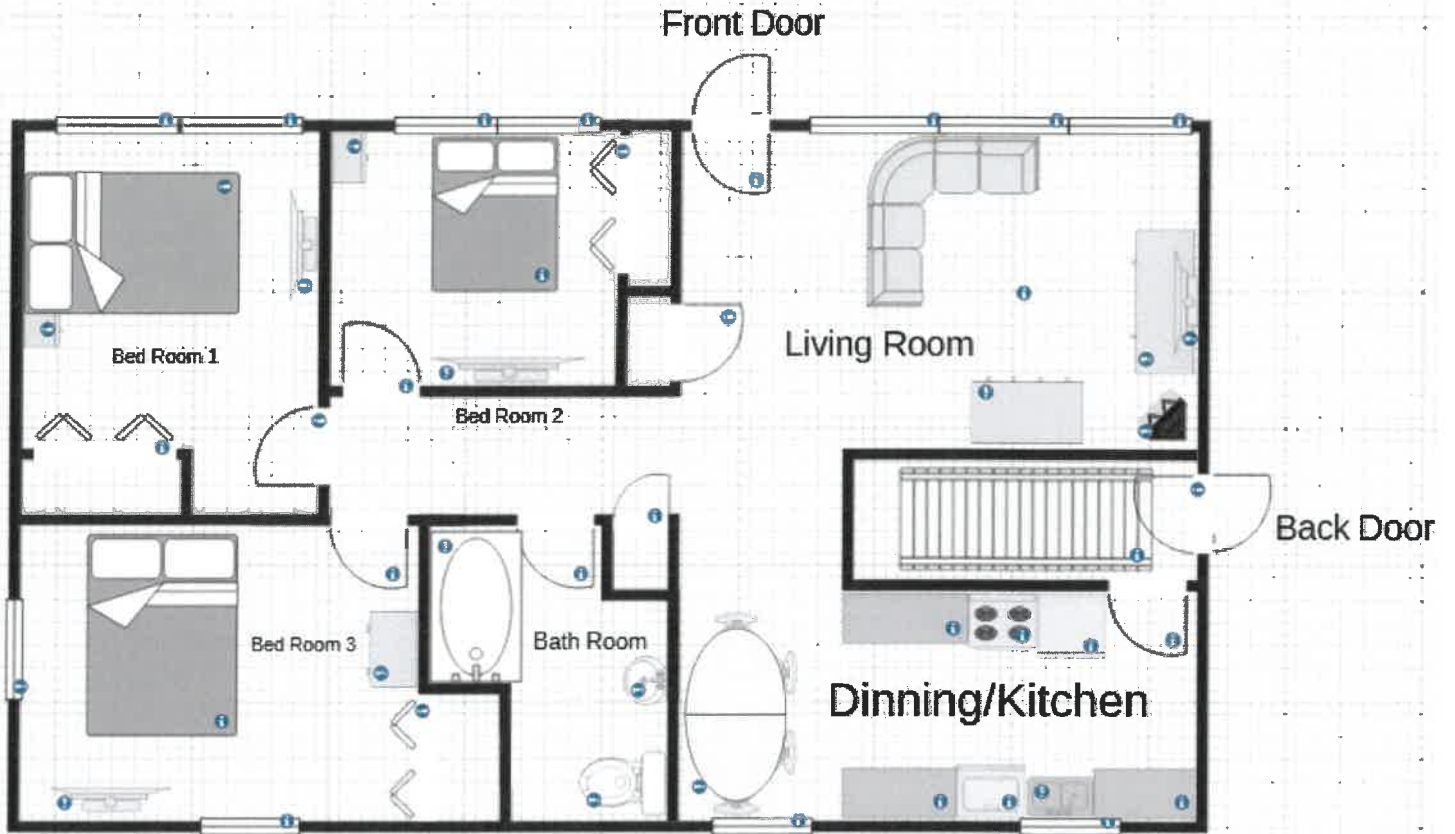


Property Layout:

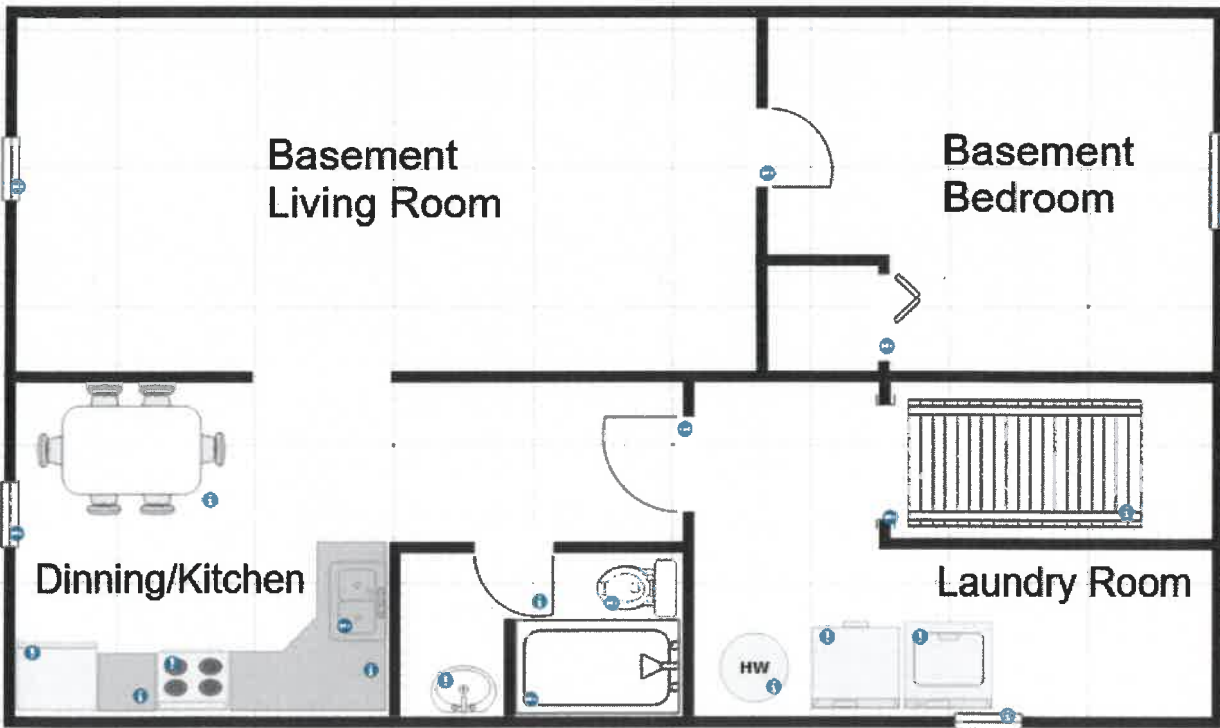


9th Ave South

Unit 1/Unit 2 Floor Layout



Upstairs Floor Plan



Basement Floor Plan



48TH ST S

49TH ST S

E 50TH ST S

9TH AVE S

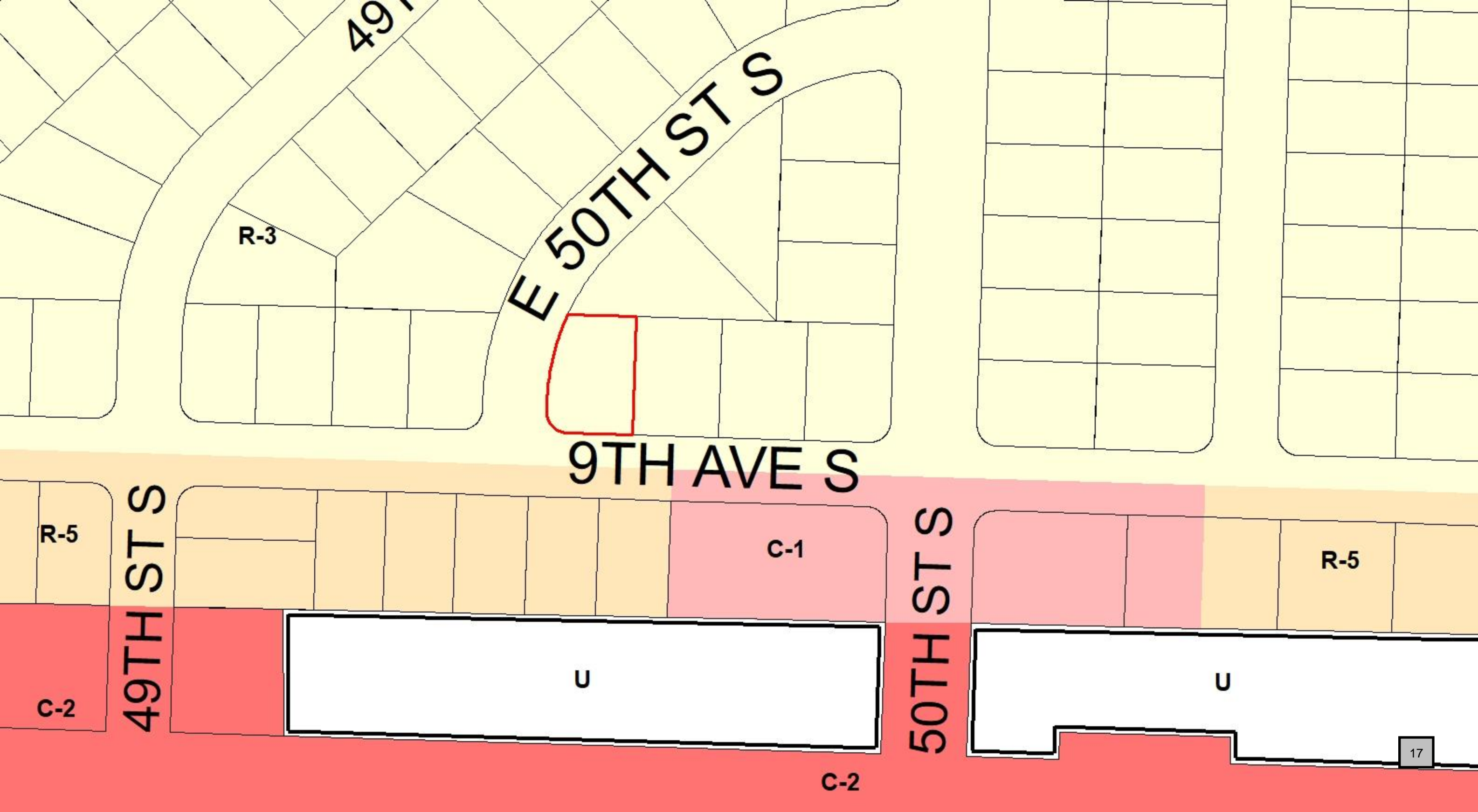
49TH ST S

50TH ST S

52ND ST S

10TH AVE S

10TH AVE



49th

E 50TH ST S

R-3

9TH AVE S

R-5

49TH ST S

C-1

C-2

U

50TH ST S

R-5

C-2

U

Conditional Use Permit Narrative for 4921 9th Ave South Great Falls, MT
February 20, 2020

This Conditional Use Permit Request seeks to allow an existing duplex, established many years ago, within a Single-family High Density zoning district.

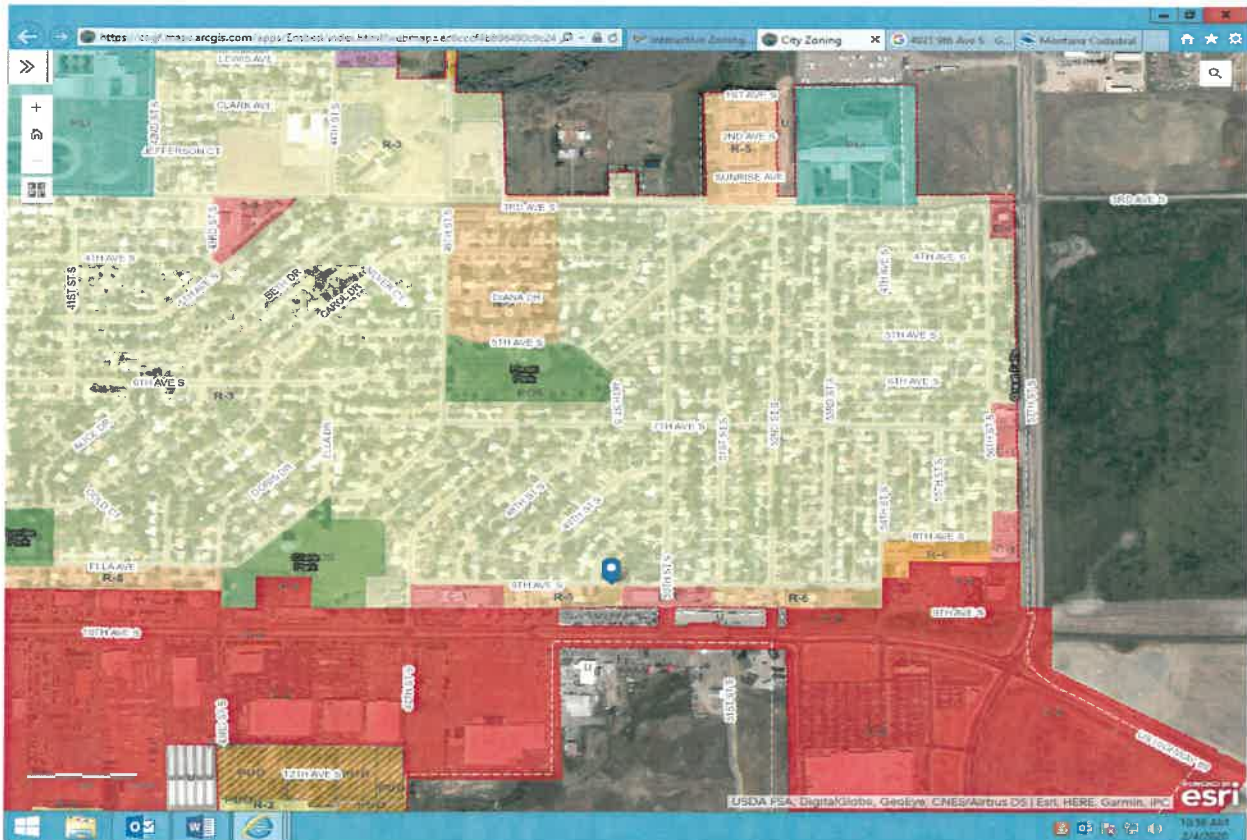
The house on the property contains two levels which both have a complete kitchen and bathroom on each floor creating two full apartments. The previous owner remodeled the second unit sometime before 2005 and leased out both floors as separate units. With that in consideration, this would be legalizing something that exists and provides additional housing opportunity for others.

Unless required by city code, this project would not disrupt the surrounding neighborhood and would not require any inside or outside structural additions. It would also provide more affordable rental opportunity in the community.

The property is located on the corner of 9th Ave and E 50th St which places its close proximity to the existing multi-family and commercial district across the street. (See Map 1) The map below also indicates there are other multi-family and commercial zones located close in the area. Due to this, residents in the area are currently living next to the multi-family and commercial districts.

This Conditional Use Permit is beneficial to the public and will provide more affordable housing for families in the community.

Map 1







Agenda #: 6
Meeting Date: May 12, 2020

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

Item: Public Hearing – Rezone of Tracts 1 and 2 of Certificate of Survey 3607 located in Sections 2 and 11, T20N, R3E, P.M.M., Cascade County, Montana.

Initiated By: Big Sky Select Properties, LLC

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/deny) the rezone request from M-2 Mixed-use transitional to C-4 Central business core 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.”

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

Background:

Big Sky Select Properties, LLC, owners of the subject properties, have proposed to build an 83-unit market rate apartment complex with a two-story, 10,000 square foot area of commercial space that will be lightly attached to the existing Milwaukee Station Depot building located at 101 River Drive North. The Milwaukee Depot property is 3.385 acres in size, while the vacant lot to the north to be developed is 1.356 acres. Because the new building would cross lot lines to connect the new apartments and commercial space to the existing office building, the applicant will have to aggregate the two lots before construction takes place. The commercial space will potentially include a dining area where several restaurants will occupy separate spaces with a shared eating area for all. The applicant is also exploring having a wine bar attached to the dining area. The bottom portion of the commercial space will potentially serve as a Cross-Fit type of gym. All of these commercial spaces will be open to the public and not be limited to apartment residents only. As stated earlier, there will be a modest enclosed glass corridor that will attach the proposed building to the Milwaukee Station Depot building. The Depot is

listed on the National Register of Historic Places and is a site rated as “Primary” within the City’s Railroad National Register District. The applicant has stated that they will try to conform to the standards and guidelines set forth by the Department of the Interior in regards to additions to properties that are on the National Register.

Analysis of the Zoning Map Amendment Request:

The proposed apartment building would have a land use of Residence, multi-family and would be a permitted land use within both the Mixed-use transitional (M-2) and Central business core (C-4) zones. The Milwaukee Station Depot building has several office suites which contain several different land uses including Professional Services, Financial Services, and Administrative Services. All of these land uses are also allowed in both the M-2 and C-4 zones. However, the applicant is seeking to build the apartment building in a manner that is more compliant with the C-4 zone. Specifically, the applicant’s project best fits the C-4 zoning district in three different areas: dimension standards, parking, and landscape requirements.

The applicant is seeking to build the apartment building to a height of 77 feet. The maximum height allowed within the M-2 zone is 65 feet whereas the maximum height allowed in the C-4 zone is 100 feet. The applicant is also looking to reduce the required number of parking stalls in a manner most consistent with a property in a downtown context. If the M-2 zoning was kept, the proposed development would require 124 parking stalls unless the applicant submitted a parking study approved by the Planning and Community Development Director. If the property is rezoned to C-4, there would be no minimum amount of parking stalls required. The applicant is still proposing an underground parking garage to address the needs of the residential units, surface parking spaces that would provide parking stalls for both the residential and commercial spaces, as well as shared spaces from the existing Milwaukee Depot building parking area. Finally, the applicant is also requesting an easement from the City Park and Recreation Department to add more surface parking on a portion of undeveloped City-owned property just to the north of the vacant lot. This property is a long, narrow swale located between the BNSF Railroad and the Farmer’s Union Insurance building. The applicant has proposed to fill in the property in order to grade a parking lot on the site.

Finally, the applicant’s request to rezone the property to Central business core reduces landscaping requirements. Under this zone, landscaping for the proposed apartment complex would not be required except in the parking lots. The applicant has stated that they would be providing landscaping, just not to the full standard of the code.

The applicant’s request to rezone the properties also allows the commercial spaces that have been proposed to be permitted outright, if granted. The restaurant portion of the commercial space would be permitted in both the M-2 and C-4 zones. However, the wine bar, which would have a land use designation of “Tavern” and the Cross Fit gym, which would have a land use designation of “Indoor sports and recreation,” would have to receive a Conditional Use Permit if the properties remained in the M-2 zone. This can be viewed in the Zoning District Comparison exhibit attached to this report.

Transportation Impacts:

The only access to both properties proposed for rezoning is the existing entrance and exit to the Milwaukee Station Depot. This entrance is very close to the intersection of River Drive and 1st Avenue North. River Drive is also an MDT owned and maintained roadway. The applicant and City staff have been involved in discussions with MDT regarding the need for a second access to the properties being developed in order to alleviate high traffic concerns at the existing entrance and exit. In order to incorporate a second access point, as a required element of the project, the applicant has had several

discussions with Planning Staff, Park and Recreation Staff, and Legal Staff in order to utilize a portion of Sight and Sound Park, which is owned by the City Park and Recreation Department. In this instance, the applicant would need to obtain an easement through the Park property. This access easement would include a curb cut off of River Drive at the northern end of Sight and Sound Park and would lead directly to the parking lots for the apartment building. At this time, City Staff and the applicant have verbally agreed to work through this proposal in order for the project to move forward. However, Staff has informed the applicant that the rezone request should not move forward for City Commission consideration until the proper easements required for both access and utilities through Sight and Sound Park are finalized and brought forward at the same time. The reason is that a rezoning of the property to allow higher intensity development should not be fully determined until a second access point to mitigate traffic concerns and address Fire Rescue and EMS protection is secured.

A change in zoning to permit a different mix of uses could potentially generate more traffic than would be allowed by uses within the current M-2 Zoning district. The isolated nature of the subject parcels from the core of the C-4 Zoning district and proximity to higher-traffic roadways requires a close look at vehicular access.

Additionally, because the C-4 Zoning district has no specific parking requirement and the developer has proposed providing a lesser amount of parking spaces, the provision of enhanced non-motorized access becomes more important. Therefore, a brief look at transportation impact and need is also important to the consideration of the requested re-zone.

River Drive:

The Montana Department of Transportation (MDT) has taken a preliminary look at the effect of the development. MDT suggested elimination of the existing approach into the development, or modification into a right-out driveway. The intersection is viewed as a current safety concern and would not be expected to provide safe access to the larger development.

During its preliminary review, MDT concurred with City staff and stated that an additional approach further north is necessary to accommodate the development. The modification of the existing approach, coupled with a new approach much further from the intersection of River Drive and 1st Avenue North, will improve functionality of the intersection even at peak hour. Preliminarily, MDT has determined the existing roadway has sufficient capacity to absorb the additional traffic from the proposed development. However, the eventual development and any new approach, and approach modification, will need to be reviewed and approved by MDT. A preliminary and abbreviated traffic assessment was provided by the developer for MDT consideration, and is attached to this report for informational purposes.

Parking, Pedestrian and Bicycle Access:

The C-4 (central business) Zoning district has no parking requirement, as it is a district with dense development with adequate on-street parking, public parking garages and lots, and is designed for walkability. Because the proposed development is isolated from the core C-4 District (because of the railroad tracks), it currently has inadequate bicycle and pedestrian connections. Although it is very near both sidewalks and trails.

Providing clear, direct and safe non-motorized connections will encourage visitors to the development to walk or bike, and will reduce the parking demand as well as the number of vehicles visiting the site. While the developer will provide on-site parking, there may be instances where the demand could exceed available parking.

Transportation Recommendations:

To mitigate any reduction in parking, better connect the development to the rest of the C-4 District, and reduce vehicular conflicts, staff recommends that the following items be addressed during project review at the permitting stage:

- 1) Provide a new approach from River Drive, further north and away from the intersection of River Drive and 1st Avenue North.
- 2) Modify or close the existing approach to the Milwaukee Station parking lot, as allowed or required by MDT.
- 3) Prohibit parking upon any new approach. MDT has stated the proposed new approach through Sight and Sound Park cannot have parking associated with it, as it could cause traffic to stack into River Drive. Therefore, staff recommends that parking be prohibited within the approach, and bollards, a fence, or other barrier be constructed to prohibit parking within the park itself.
- 4) Provide clear and direct pedestrian and trail access. Staff has recommended a connection to the trail crossing of River Drive and the tunnel under the railroad tracks (to the north), and a pedestrian connection along any new access drive.
- 5) Provide adequate and connected internal sidewalks. Pedestrian flow within the development should be continuous and connected to external sidewalks and paths at multiple locations. This would include pedestrian connections through the existing parking lot to connect to River Drive as well as the stairway leading down to 1st Avenue North.
- 6) Provide bicycle parking or storage for visitors as well as employees and residents.

Utility Impacts:

Public Works staff has identified that a looped water service main and a sanitary sewer service main will be required for the future project. Because these mains will need to be connected to City mains along the River Drive corridor, the new utility mains will have to be installed underneath the access drive that will be required along the north side of Sight and Sound Park. As a result, the required roadway access easement from the City Park and Recreation Department will also need to cover utility main installation and servicing.

Much like water and sewer, the storm water services needed for the future project will also need to be accommodated on the Sight and Sound Park property. The closest connection point into the City's storm water main system is along the River Drive corridor. As a result, the developer will need to construct a storm sewer main in the Park with a dedicated easement for service and access. The construction of all work within the Park for utilities, storm water, and access will require plans to be submitted to the Park and Recreation Department for review. Site disturbance and the impact to existing trees will also need to be mitigated with replacement ground cover and new trees.

The basis for a decision on zoning map amendments, i.e. rezoning or zone changes, is listed in the Official Code of the City of Great Falls (OCCGF) § 17.16.40.030. The recommendation of the Zoning Commission and the decision of City Commission shall, at a minimum, consider the criteria which are attached as Findings of Fact/Basis of Decision – Zoning Map Amendment. The critical issue for the Zoning Commission to consider is whether or not the Central business core (C-4) zoning district should be extended north from its current northern boundary at the 1st Avenue bridge. While the project driving the request brings many benefits to the community, the Commission should recognize that a permit to construct the project may never come forward. Ultimately, the Commission should consider the following factors in its decision: 1) is the Commission comfortable with the reduced parking, taller

building height, and different land uses allowed in the C-4 district as opposed to the M-2 district, and 2) Do the City's adopted Plans provide adequate guidance to support C-4 zoning for the property's location? The attached Findings of Fact address both issues, particularly the guidance from the City's adopted Plans.

Neighborhood Council Input:

The subject properties are located in Neighborhood Council #7. The project information was dispersed to the Council through the City's Communications Specialist. The Council's normal meeting date would have been May 11, 2020. However, the Council has not been meeting formally since the outbreak of the Coronavirus, so any input from the Council will be provided by individual councilmembers, as opposed to formal action by the Council. Any comments received from councilmembers will be incorporated into the agenda report for the City Commission.

Concurrences:

Staff has coordinated its review of the rezoning request with the Public Works Department. Staff has also worked with Park and Recreation, Legal, and Fire Rescue during the course of this project. Additional work with Park and Recreation staff and Legal staff will still be required to develop the necessary easements needed for access and utility work within Sight and Sound Park as well as access and parking improvements on the City Park property north of site proposed for development.

Fiscal Impact:

The construction of the apartment building will increase the tax base for the City by providing 83 new apartment units as well as 10,000 square feet of new commercial space. Because of the proposed use of City Park property for access, utilities, storm water, and parking, the developer will be required to obtain easements from the City. Payment for these easements will be required.

It should be noted that the developer has submitted a tax abatement request to the City to reduce the first five years of property tax burden associated with the future development project. The developer has also informally requested that the City consider expanding the Downtown Tax Increment Finance District to capture the property tax increment that would be generated by the future project.

Staff Recommendation:

Staff recommends approval of the Zoning Map Amendment of the subject properties with the following conditions:

Conditions of Approval:

1. General Code Compliance. The proposed project shall be developed consistent with the conditions in this report, and all codes and ordinances of the City of Great Falls, the State of Montana, and all other applicable regulatory agencies.

2. Amended Certificate of Survey. Provide a revised Certificate of Survey of the subject properties, showing the proposed aggregation, containing all easements required by the City of Great Falls prior to the issuance of a building permit. The revised Certificate of Survey shall incorporate corrections of any errors or omissions noted by Staff.

3. Land Use and Zoning. The development standards and land uses for the subject properties shall be consistent with the OCCGF.

4. Subsequent modifications and additions. If after the establishment of the zoning, 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. If such proposed changes would alter a finding, the proposal shall be submitted for review as a new development application. If such proposed change would not alter a finding, the owner shall obtain all other permits as may be required.

5. Compliance with MDT Requirements. Prior to obtaining permits to develop the vacant property being rezoned, the owner must comply with all MDT requirements pertaining to the current River Drive approach for the Milwaukee Depot site as well as MDT requirements for obtaining a second approach further north along River Drive.

6. Securing Easements from the City Parks and Recreation Department. Staff's positive recommendation on the applicant's rezoning request is contingent upon the applicant securing necessary easements for access, parking, utilities, and storm water from the City Park and Recreation Department. Said easements must be submitted to the City Commission for approval at the same time as the rezoning request.

Alternatives:

The Planning Advisory Board/Zoning Commission could recommend denial of the rezone request to the City Commission. For this action, the Planning Advisory Board/Zoning Commission must provide separate Findings of Fact/Basis of Decision to support an alternative decision.

Attachments/Exhibits:

Applicant's Narrative
Zoning Map
Aerial Map
Zoning District Comparison Chart
Findings of Fact/Basis of Decision
Traffic Analysis Submitted to MDT

WOITH ENGINEERING, INC.
ENGINEERS & SURVEYORS

March 26, 2020

The City of Great Falls

RE: Milwaukee Station Apartments- Rezoning Request

Mr. Eatherly,

The subject property described as Tracts 1 and 2 of Certificate of Survey 3607 located in Section 11, Township 20 N, Range 3 E, P.M.M, Great Falls, Cascade County, Montana. The southern parcel, Tract 1, is addressed as 101 River Dr North, and Tract 2 lies just to the North of Tract 1. Both parcels are owned by Big Sky Select Properties, Tract 1 is 3.385 acres Tract two is 1.356 acres, and both are currently zoned as M-2 Mixed Use Transitional. The Milwaukee Station Commercial Office Building, existing parking lot, and site improvements currently exists on Tract 1. It is proposed to build a 89 unit apartment building which would connect to the existing office building, as well as provide corresponding site improvements on Tract 1 and 2. The proposed building would also contain a 4,000 square foot restaurant and 1,500 square foot wine bar. Please refer to the Attached Site Plan.

The requested zoning for the property is to go from Mixed Use M-2 to C-4 Central Business Core. The zoning change request is to allow more flexibility with setbacks and height restrictions. The zoning change also creates an opportunity for the proposed uses of the new facility to be permitted uses versus conditional uses in the M-2 Zoning District. The existing Land use designation is currently commercial according to the Existing Land Use Map found in The City of Great Falls Growth Policy Update 2013.

Sincerely,

Woith Engineering, Inc.



Spencer Woith
President

Aerial Map



 Parcel selection

 City Limits

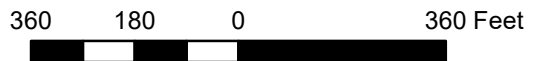
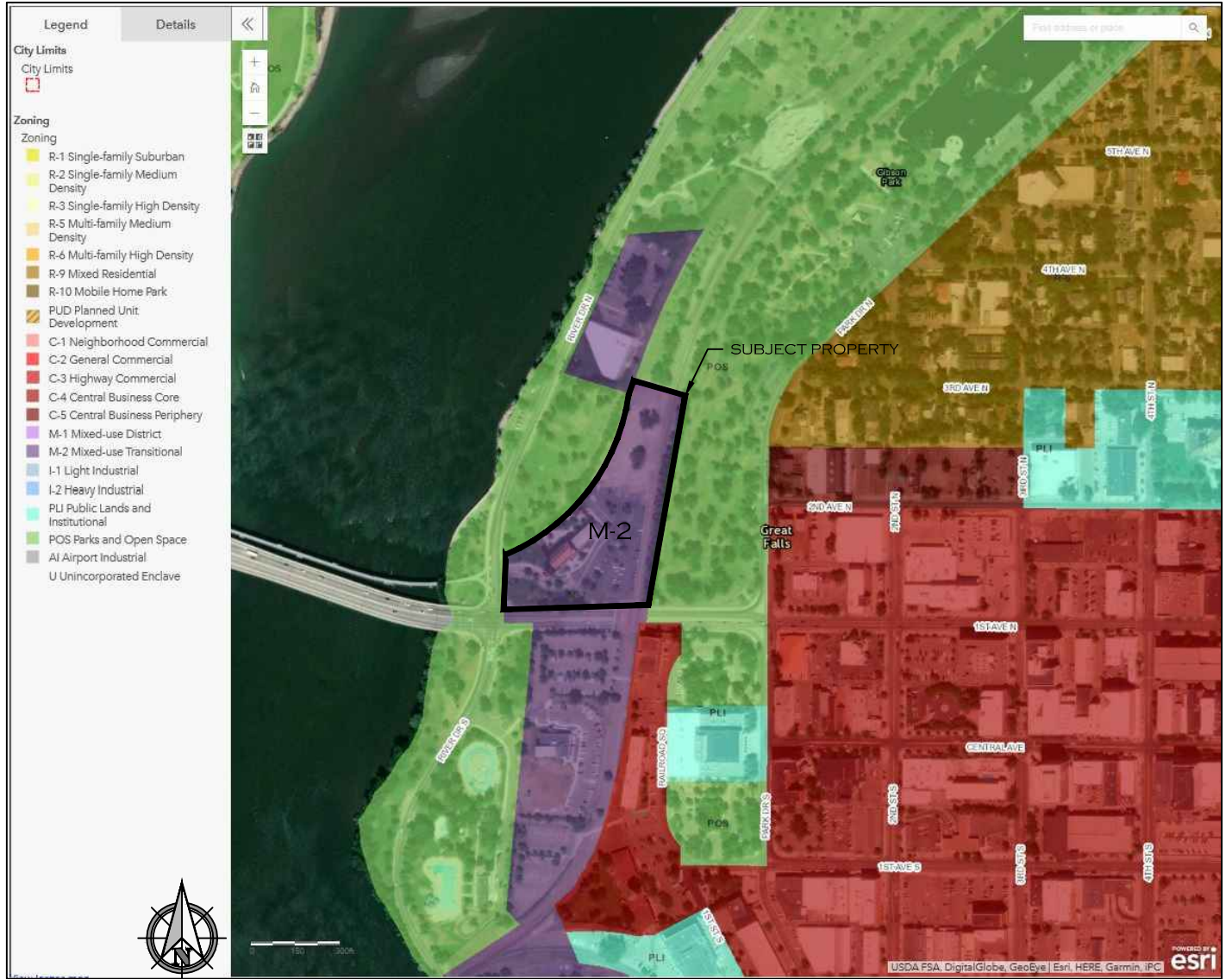


EXHIBIT 'A'

ZONING MAP AMENDMENT FOR THE SUBJECT PROPERTY DESCRIBED AS TRACTS 1 AND 2 OF CERTIFICATE OF SURVEY 3607 LOCATED IN SECTION 11, TOWNSHIP 20 NORTH, RANGE 3 EAST, P.M.M., GREAT FALLS, CASCADE COUNTY, MONTANA.



PROJECT INFO

NAME: MILWAUKEE STATION APARTMENTS

DEVELOPER: BIG SKY SELECT

LANDOWNER: BIG SKY SELECT

TOTAL ACREAGE: 4.741
(TRACT 1: 3.385 TRACT 2: 1.356)

PROPOSED ZONING: C4

COLOR VERIFICATION
ELEMENTS ON THIS EXHIBIT ARE INTENDED TO BE IN COLOR. IF PROPERLY REPRODUCED, RED, GREEN AND BLUE WILL BE VISIBLE.

EX-A

ZONING MAP

1 OF 1

WOITH ENGINEERING, INC.
ENGINEERS & SURVEYORS
GREAT FALLS • MISSOULA • WWW.WOITHENG.COM

JOB #:	1925
DRAWN:	ARH
QA:	RL
DATE:	03

Exhibit 20-1. Principal uses by district

Agricultural Uses	M-2	C-4	Special Standards
Agriculture, horticulture, nursery	-	-	17.20.6.005
Residential Uses			
Mobile home/park	P	-	17.20.6.010
Residence, single-family detached	P	-	
Residence, zero lot line	P	-	17.20.6.020
Residence, two-family	P	-	
Residence, multi-family	P	P	17.20.6.040
Residence, townhouse	P	-	17.20.6.050
Residence, manufactured/factory-built	P	-	17.20.6.060
Retirement home	P	P	
Special Care Facilities			
Community residential facility, type I	P	-	
Community residential facility, type II	C	-	
Day care center	P	P	
Emergency shelter	C	C	
Family day care home	P	C	
Group day care home	P	C	
Nursing home	P	P	
Overnight Accommodations			
Campground	-	-	17.20.6.070
Hotel/motel	P	P	
Food and Beverage Sales			
Micro-brewery	C	P	
Restaurant	P	P	
Tavern	C	P	17.20.6.080
General Sales			
Agriculture sales	-	-	
Auction sales	-	-	
Construction materials sales	-	-	
Convenience sales	-	P	
General sales	P	P	
Manufactured housing sales	-	-	
Off-site liquor sales	C	C	
Secondhand sales	-	P	
Shopping center	-	P	
General Services			
Administrative services	P	P	
Commercial kennel	-	-	17.20.6.090
Financial services	P	P	
Funeral home	P	P	
General services	P	P	
Professional services	P	P	
Sexually-oriented business	-	-	17.20.6.100
Veterinary clinic, large animal	-	-	
Veterinary clinic, small animal	P	-	17.20.6.110

Exhibit 20-1. Principal uses by district - continued

Rental and General Repair	M-2	C-4	Special Standards
Large equipment rental	-	-	
Small equipment rental	-	P	
General repair	-	P	
Vehicle Trade and Service			
Vehicle fuel sales	-	P	
Vehicle repair	-	C	17.20.6.120
Vehicle sales and rental	-	P	
Vehicle services	P	P	
General Storage			
Agricultural commodity storage facility	-	-	
Fuel tank farm	-	-	
Mini-storage facility	C	-	17.20.6.130
Freight terminal	-	-	
Warehouse	C	-	
Climate controlled indoor storage	P	P	
Indoor Recreation / Sports / Entertainment			
Casino, type I	-	P	17.20.6.140
Casino, type II	-	P	17.20.6.150
Indoor entertainment	C	P	
Indoor sports and recreation	C	P	
Outdoor Recreation / Sports / Entertainment			
Golf course / driving range	-	-	
Miniature golf	C	-	
Outdoor entertainment	-	-	
Park	P	P	
Recreational trail	P	P	
Community Services / Uses			
Administrative governmental center	P	P	
Animal shelter	C	-	17.20.6.160
Cemetery	-	-	17.20.6.170
Civic use facility	P	P	
Community center	P	P	
Community cultural facility	P	P	
Community garden	P	C	17.20.6.175
Public safety facility	P	P	
Worship facility	P	C	17.20.6.180
Health Care			
Health care clinic	P	P	
Health care facility	C	P	
Health care sales and services	P	P	
Education			
Commercial education facility	P	P	
Educational facility (K-12)	C	-	17.20.6.200
Educational facility (higher education)	C	-	
Instructional facility	P	P	

Exhibit 20-1. Principal uses by district - continued

Solid Waste, Recycling And Composting	M-2	C-4	Special Standards
Composting facility	-	-	17.20.6.210
Recycling center	-	-	17.20.6.220
Solid waste transfer station	-	-	17.20.6.230
Telecommunications			
Amateur radio station	-	-	17.20.6.240
Telecommunication facility	-	-	17.20.6.250
Concealed facility	P	P	
Unconcealed facility	C	C	
Co-located facility	C	P	
Utilities			
Utility installation	C	C	
Transportation			
Airport	-	-	
Bus transit terminal	C	P	
Heli-pad	C	C	17.20.6.260
Parking lot, principal use	P	P	
Parking structure	P	P	
Railroad yard	-	-	
Taxi cab dispatch terminal	P	P	
Contractor Yards			
Contractor yard, type I	P	-	17.20.6.270
Contractor yard, type II	C	-	17.20.6.280
Industrial / Manufacturing			
Artisan shop	P	-	
Industrial, heavy	-	-	
Industrial, light	-	-	
Industrial park	-	-	
Junkyard	-	-	17.20.6.290
Light manufacturing and assembly	P	P	17.20.6.300
Motor vehicle graveyard	-	-	17.20.6.310
Motor vehicle wrecking facility	-	-	17.20.6.320

Exhibit 20-2. Accessory uses by district

Use			Specific
	M-2	C-4	Standards
Accessory living space	P	P	17.20.7.010
Agriculture, livestock	-	-	17.20.7.080
ATM, exterior	P	P	17.20.7.020
Bed and breakfast	P	-	17.20.7.030
Fences	P	P	17.20.7.040
Gaming, accessory	P	P	17.20.7.050
Garage, private	P	P	17.20.7.060
Home occupation	P	P	17.20.7.070
Private stable/barn	-	-	17.20.7.080
Residence, accessory	P	P	17.20.7.085
Roadside farmer’s market	-	-	17.20.7.090
Storage containers	-	-	17.20.7.100
Wind-powered electricity systems	P	P	17.20.7.110

Use			Specific
	M-2	C-4	Standards
Garage sales	P	P	17.20.8.015
Itinerant outdoor sales	P	-	17.20.8.020
On-site construction office	P	P	17.20.8.030
On-site real estate sales office	P	-	17.20.8.040
Outdoor entertainment, temporary	-	-	
Sidewalk café	P	P	17.20.8.050
Sidewalk food vendor	P	P	17.20.8.060

Findings of Fact – Zoning Map Amendment

Tracts 1 and 2 of Certificate of Survey 3607 located in Sections 2 and 11, T20N, R3E, P.M.M., Cascade County, Montana.

Primary Review Criteria:

The basis for decision on zoning map amendments is listed in the Official Code of the City of Great Falls (OCCGF) §17.16.40.030 of the Land Development Code. The recommendation of the Zoning Commission and the decision of the City Commission shall at a minimum consider the following criteria:

1. The Amendment is consistent with and furthers the intent of the City’s growth policy.

The proposed zoning map amendment is consistent with the overall intent and purpose of the 2013 City Growth Policy Update. The proposal to amend the zoning of the proposed properties from M-2 Mixed-use transitional to C-4 Central business core will allow the applicant to construct the building at a greater height than would otherwise be allowed. It will also allow the applicant to reduce the number of parking spaces required, although a parking study has been provided and new parking will be provided. It will also allow the applicant to reduce the landscape requirements though, again, the applicant is proposing to install sufficient landscaping. By allowing the rezone request to take effect, the applicant will not be required to seek Conditional Use Permits for two of the commercial uses proposed. While the apartments and the restaurant space that are proposed are permitted by right in the M-2 zone, the applicant would be required to receive Conditional Use Permits for both a wine bar, which would carry a land use of Tavern, and an exercise facility, which would be classified as Indoor sports and recreation.

As noted in the agenda report, the Zoning Commission must consider whether there is policy rationale for expanding the City’s C-4 zoning district into a relatively isolated portion of City’s core – between City park lands and near the railroad and Missouri River Corridor. Staff believes that the City’s Growth Policy supports the proposed zoning map amendment to facilitate more dense development, particularly to provide much needed housing. The zoning amendment request is consistent with several of the Plan’s policies including:

Social - Housing

Soc1.4.1 Work with the private sector and non-profits to increase housing opportunities in the City.

Soc1.4.6 Encourage a variety of housing types and densities so that residents can choose by price or rent, location, and place of work.

Environmental - Missouri River

Env2.2.6 Support mixed-use and commercial development that will enhance the Missouri River consistent with the vision identified in the *Missouri River Urban Corridor Plan*.

Environmental - Urban Form

Env2.3.1 In order to maximize existing infrastructure, identify underutilized parcels and areas with infill potential, as candidates for redevelopment in the City.

Physical – Land Use

Phys4.1.5 Encourage and incentivize the redevelopment or adaptive reuse of vacant or underutilized properties so as to maximize the City’s existing infrastructure.

Physical - Zoning

Phy4.2.1 Development density and intensity should be oriented toward areas of the City most capable of supporting it. General locations meeting this criteria include:

- Activity Centers, as identified in the City’s Transportation Plan
- Major intersections and road corridors
- Downtown
- Tax Increment Finance Districts (TIFs)
- Areas with adequate or excess infrastructure capacity
- Locations with adequate community facilities

The proposed zoning map amendment will enable these policies to be addressed and further the implementation of the Growth Policy. **2. The amendment is consistent with and furthers adopted neighborhood plans, if any.**

Great Falls is separated into nine Neighborhood Councils. There are no adopted Neighborhood Plans for any of the Councils within the City. The subject properties are located in Neighborhood Council #7. The applicant has provided Council #7 with all pertinent information. Neighborhood Councils are not meeting during the response to the Coronavirus. Notice of the proposed zoning map amendment was also sent to adjoining property owners pursuant to the noticing requirements of the OCCGF. City staff have not received any comments on the proposed zoning map amendment from either notified owners or Council #7.

3. The amendment is consistent with other planning documents adopted by the City Commission, including the river corridor plan, transportation plan and sub-area plans.

The zoning map amendment request is consistent with the Missouri River Urban Corridor Plan. Under the Projects portion of the Implementation Strategy of the Missouri River Urban Corridor Plan, there are three aspects of the Plan that are consistent with the zoning map amendment:

- Private sector housing development
- Private sector commercial and lodging development
- Planning to connect downtown to the river.

By changing the zoning from M-2 to C-4, the subject properties would tie the downtown and its amenities to Gibson Park, as well as the Missouri River and its amenities including the River’s Edge Trail and Riverside Park.

4. 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. The subject properties will be contiguous to properties in the C-4 zone to the South including the lot that houses the Children's Museum and the parking lot for the employees of the Civic Center. Although the creation of C-4 zoning will result in more dense development with less on-site parking, the property's relative isolation actually limits the visual impact of a taller structure as well as off-site parking problems into established neighborhoods. As a result, the proposed zoning map amendment is internally consistent and will not be injurious to the use and enjoyment of other property in the immediate vicinity, nor substantially diminish or impair property values in the neighborhood.

5. The amendment is the least restrictive approach to address issues of public health, safety, and welfare.

There are no existing public health, safety, or welfare issues that have been identified for these properties. The future apartment building project will require a water main and sewer main to be looped which will be reviewed by the Public Works Department at the time the project is brought forward. Other potential impacts to safety will be addressed during the review process with MDT as well through easement agreements with the City's Park and Recreation Department.

6. The City has or will have the financial and staffing capability to administer and enforce the amendment.

The City has the financial and staffing capability to enforce the amendment if it is approved. The zoning map amendment will affect the two subject properties, both owned by the applicant, and the property will be developed in a manner consistent with the zoning of the downtown.

Type	Total	Units 1000		Recommended Base parking Ratio Weekday	Recommended Base parking Ratio Weekend	Unadjusted parking spaces Weekday	Unadjusted parking spaces Weekend
Retail	0	GLA	Visitor	2.9	3.2	0.00	0.00
			Employee	0.7	0.8	0.00	0.00
Fine Dining - Bar		GLA	Visitor	15.25	17	0.00	0.00
			Employee	2.75	3	0.00	0.00
Family Restaurant - No Bar	4,000	GLA	Visitor	9	12.75	36.00	51.00
			Employee	1.5	2.25	6.00	9.00
Fast Food	0	GLA	Visitor	12.75	12	0.00	0.00
			Employee	2.25	2	0.00	0.00
Night Club	1,500	GLA	Visitor	15.25	17.5	22.88	26.25
			Employee	1.25	1.5	1.88	2.25
Health Club	5,158	GFA	Visitor	6.6	5.5	34.04	28.37
			Employee	0.4	0.25	2.06	1.29
Residential, Reserved	40	Units				40.00	40.00
Residential, Rented	83	Units	Owner	1.5	1.5	84.50	84.50
			Visitor	0.15	0.15	12.45	12.45
Office	24,045	GFA	Visitor	0.3	0.03	7.21	0.72
			Employee	3.5	0.35	84.16	8.42
						331.18	264.25

Type	SQ ftg	Occ	City Parking Required
Retail	0.00	240.00	0
Fine Dining - Bar	0.00	0.85 45.00	0
Family Restaurant - No Bar	4,000.00	0.85 45.00	76
Fast Food	0.00	0.85 45.00	0
Night Club	1,500.00	0.85 45.00	28
Health Club	5,158.00	200.00	26
Residential, Owned	83.00	1.50	125
Office	24,045.00	250.00	96
			350

Estimated Weekday Peak-Hour Parking Requirements: December 12:00 p.m.

Land Use	Unadjusted Demand	Month Adjustment: December	Adjusted	Peak Hour Adjustment: 12:00 p.m.	Adjusted	Noncaptive Daytime	Adjusted	Mode Adjustment Daytime	Adjusted
Retail	0.00	100%	0.00	95%	0.00	85%	0.00	75%	0.00
Employee	0.00	100%	0.00	100%	0.00	100%	0.00	85%	0.00
Casual Dining	0.00	100%	0.00	75%	0.00	70%	0.00	75%	0.00
Employee	0.00	100%	0.00	90%	0.00	100%	0.00	85%	0.00
Family Restaurant	36.00	100%	36.00	100%	36.00	90%	32.40	80%	25.92
Employee	6.00	100%	6.00	100%	6.00	100%	6.00	85%	5.10
Fast Food	0.00	100%	0.00	100%	0.00	90%	0.00	80%	0.00
Employee	0.00	100%	0.00	100%	0.00	100%	0.00	85%	0.00
Night Club	22.88	90%	20.59	0%	0.00	100%	0.00	90%	0.00
Employee	1.88	100%	1.88	5%	0.09	100%	0.09	90%	0.08
Health Club	34.04	90%	30.64	60%	18.38	90%	16.54	85%	14.06
Employee	2.06	100%	2.06	75%	1.55	100%	1.55	85%	1.32
Office	7.21	100%	7.21	15%	1.08	100%	1.08	95%	1.03
Employee	84.16	100%	84.16	90%	75.74	95%	71.95	85%	61.16
Residential	84.50	100%	84.50	65%	54.93	100%	54.93	100%	54.93
Visitor	12.45	100%	12.45	20%	2.49	100%	2.49	100%	2.49
Subtotal: Customer/ Visitor Spaces	112.58		178.94		57.96		52.52		43.50
Subtotal: Employee/ Resident Spaces	178.60		106.55		138.31		134.52		122.59
TOTAL PARKING SPACES	291.18		285.49		196.26		187.04		166.09
Shared Parking Reduction	100%		1.95%		32.60%		35.76%		42.96%

Estimated Weekday Peak-Hour Parking Requirements: December 1:00 p.m.

Land Use	Unadjusted Demand	Month Adjustment: December	Adjusted	Peak Hour Adjustment: 1:00 p.m.	Adjusted	Noncaptive Daytime	Adjusted	Mode Adjustment Daytime	Adjusted
Retail	0.00	100%	0.00	95%	0.00	85%	0.00	75%	0.00
Employee	0.00	100%	0.00	100%	0.00	100%	0.00	85%	0.00
Casual Dining	0.00	100%	0.00	65%	0.00	70%	0.00	75%	0.00
Employee	0.00	100%	0.00	90%	0.00	100%	0.00	85%	0.00
Family Restaurant	36.00	100%	36.00	90%	32.40	90%	29.16	80%	23.33
Employee	6.00	100%	6.00	100%	6.00	100%	6.00	85%	5.10
Fast Food	0.00	100%	0.00	100%	0.00	90%	0.00	80%	0.00
Employee	0.00	100%	0.00	100%	0.00	100%	0.00	85%	0.00
Night Club	22.88	90%	20.59	0%	0.00	100%	0.00	90%	0.00
Employee	1.88	100%	1.88	10%	0.19	100%	0.19	90%	0.17
Health Club	34.04	90%	30.64	70%	21.45	90%	19.30	85%	16.41
Employee	2.06	100%	2.06	75%	1.55	100%	1.55	85%	1.32
Office	7.21	100%	7.21	45%	3.25	100%	3.25	95%	3.08
Employee	84.16	100%	84.16	90%	75.74	95%	71.95	85%	61.16
Residential, Owned	84.50	100%	84.50	70%	59.15	100%	59.15	100%	59.15
Visitor	12.45	100%	12.45	20%	2.49	100%	2.49	100%	2.49
Subtotal: Customer/ Visitor Spaces	112.58		178.94		59.58		54.20		45.31
Subtotal: Employee/ Resident Spaces	178.60		106.55		142.63		138.84		126.90
TOTAL PARKING SPACES	291.18		285.49		202.21		193.04		172.20
Shared Parking Reduction	100%		1.95%		30.55%		33.70%		40.86%

Estimated Weekday Peak-Hour Parking Requirements: December 2:00 p.m.

Land Use	Unadjusted Demand	Month Adjustment: December	Adjusted	Peak Hour Adjustment: 2:00 p.m.	Adjusted	Noncaptive Daytime	Adjusted	Mode Adjustment Daytime	Adjusted
Retail	0.00	100%	0.00	95%	0.00	85%	0.00	75%	0.00
Employee	0.00	100%	0.00	100%	0.00	100%	0.00	85%	0.00
Casual Dining	0.00	100%	0.00	65%	0.00	70%	0.00	75%	0.00
Employee	0.00	100%	0.00	90%	0.00	100%	0.00	85%	0.00
Family Restaurant	36.00	100%	36.00	50%	18.00	90%	16.20	80%	12.96
Employee	6.00	100%	6.00	100%	6.00	100%	6.00	85%	5.10
Fast Food	0.00	100%	0.00	90%	0.00	90%	0.00	80%	0.00
Employee	0.00	100%	0.00	95%	0.00	100%	0.00	85%	0.00
Night Club	22.88	90%	20.59	0%	0.00	100%	0.00	90%	0.00
Employee	1.88	100%	1.88	10%	0.19	100%	0.19	90%	0.17
Health Club	34.04	90%	30.64	70%	21.45	90%	19.30	85%	16.41
Employee	2.06	100%	2.06	75%	1.55	100%	1.55	85%	1.32
Office	7.21	100%	7.21	100%	7.21	100%	7.21	95%	6.85
Employee	84.16	100%	84.16	100%	84.16	95%	79.95	85%	67.96
Residential, Owned	84.50	100%	84.50	70%	59.15	100%	59.15	100%	59.15
Visitor	12.45	100%	12.45	20%	2.49	100%	2.49	100%	2.49
Subtotal: Customer/ Visitor Spaces	112.58		178.94		49.15		45.21		38.71
Subtotal: Employee/ Resident Spaces	178.60		106.55		151.04		146.83		133.69
TOTAL PARKING SPACES	291.18		285.49		200.19		192.04		172.40
Shared Parking Reduction	100%		1.95%		31.25%		34.05%		40.79%

Estimated Weekday Peak-Hour Parking Requirements: December 8:00 p.m.

Land Use	Unadjusted Demand	Month Adjustment: December	Adjusted	Peak Hour Adjustment: 8:00 p.m.	Adjusted	Noncaptive Daytime	Adjusted	Mode Adjustment Daytime	Adjusted
Retail	0.00	100%	0.00	80%	0.00	85%	0.00	75%	0.00
Employee	0.00	100%	0.00	95%	0.00	100%	0.00	90%	0.00
Casual Dining	0.00	100%	0.00	95%	0.00	80%	0.00	75%	0.00
Employee	0.00	100%	0.00	100%	0.00	100%	0.00	90%	0.00
Family Restaurant	36.00	100%	36.00	80%	28.80	70%	20.16	80%	16.13
Employee	6.00	100%	6.00	95%	5.70	100%	5.70	90%	5.13
Fast Food	0.00	100%	0.00	85%	0.00	70%	0.00	80%	0.00
Employee	0.00	100%	0.00	90%	0.00	100%	0.00	90%	0.00
Night Club	22.88	90%	20.59	75%	15.44	95%	14.67	90%	13.20
Employee	1.88	100%	1.88	100%	1.88	100%	1.88	90%	1.69
Health Club	34.04	90%	30.64	80%	24.51	90%	22.06	90%	19.85
Employee	2.06	100%	2.06	50%	1.03	100%	1.03	90%	0.93
Office	7.21	100%	7.21	1%	0.07	100%	0.07	100%	0.07
Employee	84.16	100%	84.16	7%	5.89	100%	5.89	80%	4.71
Residential, Owned	84.50	100%	84.50	98%	82.81	100%	82.81	100%	82.81
Visitor	12.45	100%	12.45	100%	12.45	100%	12.45	100%	12.45
Subtotal: Customer/ Visitor Spaces	112.58	178.94		81.27		69.41		61.71	
Subtotal: Employee/ Resident Spaces	178.60	106.55		97.31		97.31		95.27	
TOTAL PARKING SPACES	291.18	285.49		178.58		166.72		156.97	
Shared Parking Reduction	100%	1.95%		38.67%		42.74%		46.09%	

Estimated Weekday Peak-Hour Parking Requirements: June 12:00 p.m.

Land Use	Unadjusted Demand	Month Adjustment: December	Adjusted	Peak Hour Adjustment: 12:00 p.m.	Adjusted	Noncaptive Daytime	Adjusted	Mode Adjustment Daytime	Adjusted
Retail	0.00	67%	0.00	95%	0.00	85%	0.00	75%	0.00
Employee	0.00	80%	0.00	100%	0.00	100%	0.00	85%	0.00
Casual Dining	0.00	95%	0.00	75%	0.00	70%	0.00	75%	0.00
Employee	0.00	100%	0.00	90%	0.00	100%	0.00	85%	0.00
Family Restaurant	36.00	95%	34.20	100%	34.20	80%	27.36	80%	21.89
Employee	6.00	100%	6.00	100%	6.00	100%	6.00	85%	5.10
Fast Food	0.00	95%	0.00	100%	0.00	90%	0.00	80%	0.00
Employee	0.00	100%	0.00	100%	0.00	100%	0.00	85%	0.00
Night Club	22.88	65%	14.87	0%	0.00	100%	0.00	90%	0.00
Employee	1.88	75%	1.41	5%	0.07	100%	0.07	90%	0.06
Health Club	34.04	65%	22.13	60%	13.28	90%	11.95	85%	10.16
Employee	2.06	75%	1.55	75%	1.16	100%	1.16	85%	0.99
Office	7.21	100%	7.21	15%	1.08	100%	1.08	95%	1.03
Employee	84.16	100%	84.16	90%	75.74	95%	71.95	85%	61.16
Residential, Owned	84.50	100%	84.50	65%	54.93	100%	54.93	100%	54.93
Visitor	12.45	100%	12.45	20%	2.49	100%	2.49	100%	2.49
Subtotal: Customer/ Visitor Spaces	112.58		162.91		51.05		42.88		35.56
Subtotal: Employee/ Resident Spaces	178.60		105.56		137.90		134.11		122.24
TOTAL PARKING SPACES	291.18		268.47		188.95		176.99		157.80
Shared Parking Reduction	100%		7.80%		35.11%		39.22%		45.81%

Estimated Weekday Peak-Hour Parking Requirements: June 2:00 p.m.

Land Use	Unadjusted Demand	Month Adjustment: December	Adjusted	Peak Hour Adjustment: 12:00 p.m.	Adjusted	Noncaptive Daytime	Adjusted	Mode Adjustment Daytime	Adjusted
Retail	0.00	67%	0.00	95%	0.00	85%	0.00	75%	0.00
Employee	0.00	80%	0.00	100%	0.00	100%	0.00	85%	0.00
Casual Dining	0.00	95%	0.00	65%	0.00	70%	0.00	75%	0.00
Employee	0.00	100%	0.00	90%	0.00	100%	0.00	85%	0.00
Family Restaurant	36.00	95%	34.20	50%	17.10	80%	13.68	80%	10.94
Employee	6.00	100%	6.00	100%	6.00	100%	6.00	85%	5.10
Fast Food	0.00	95%	0.00	90%	0.00	90%	0.00	80%	0.00
Employee	0.00	100%	0.00	95%	0.00	100%	0.00	85%	0.00
Night Club	22.88	65%	14.87	0%	0.00	100%	0.00	90%	0.00
Employee	1.88	75%	1.41	10%	0.14	100%	0.14	90%	0.13
Health Club	34.04	65%	22.13	70%	15.49	90%	13.94	85%	11.85
Employee	2.06	75%	1.55	75%	1.16	100%	1.16	85%	0.99
Office	7.21	100%	7.21	100%	7.21	100%	7.21	95%	6.85
Employee	84.16	100%	84.16	100%	84.16	95%	79.95	85%	67.96
Residential, Owned	84.50	100%	84.50	70%	59.15	100%	59.15	100%	59.15
Visitor	12.45	100%	12.45	20%	2.49	100%	2.49	100%	2.49
Subtotal: Customer/ Visitor Spaces	112.58		162.91		42.29		37.32		32.14
Subtotal: Employee/ Resident Spaces	178.60		105.56		150.61		146.40		133.32
TOTAL PARKING SPACES	291.18		268.47		192.90		183.72		165.46
Shared Parking Reduction	100%		7.80%		33.75%		36.90%		43.18%

Estimated Weekday Peak-Hour Parking Requirements: June 6:00 p.m.

Land Use	Unadjusted Demand	Month Adjustment: December	Adjusted	Peak Hour Adjustment: 6:00 p.m.	Adjusted	Noncaptive Daytime	Adjusted	Mode Adjustment Daytime	Adjusted
Retail	0.00	67%	0.00	80%	0.00	85%	0.00	75%	0.00
Employee	0.00	80%	0.00	95%	0.00	100%	0.00	85%	0.00
Casual Dining	0.00	95%	0.00	95%	0.00	70%	0.00	75%	0.00
Employee	0.00	100%	0.00	100%	0.00	100%	0.00	85%	0.00
Family Restaurant	36.00	95%	34.20	80%	27.36	80%	21.89	80%	17.51
Employee	6.00	100%	6.00	95%	5.70	100%	5.70	85%	4.85
Fast Food	0.00	95%	0.00	85%	0.00	70%	0.00	80%	0.00
Employee	0.00	100%	0.00	90%	0.00	100%	0.00	85%	0.00
Night Club	22.88	65%	14.87	25%	3.72	95%	3.53	90%	3.18
Employee	1.88	75%	1.41	70%	0.98	100%	0.98	90%	0.89
Health Club	34.04	65%	22.13	100%	22.13	90%	19.92	85%	16.93
Employee	2.06	75%	1.55	100%	1.55	100%	1.55	85%	1.32
Office	7.21	100%	7.21	5%	0.36	100%	0.36	95%	0.34
Employee	84.16	100%	84.16	25%	21.04	95%	19.99	85%	16.99
Residential, Owned	84.50	100%	84.50	90%	76.05	100%	76.05	100%	76.05
Visitor	12.45	100%	12.45	60%	7.47	100%	7.47	100%	7.47
Subtotal: Customer/ Visitor Spaces	112.58		162.91		61.04		53.17		45.43
Subtotal: Employee/ Resident Spaces	178.60		105.56		105.32		104.27		100.09
TOTAL PARKING SPACES	291.18		268.47		166.36		157.43		145.51
Shared Parking Reduction	100%		7.80%		42.87%		45.93%		50.03%

Estimated Weekday Peak-Hour Parking Requirements: January 12:00 p.m.

Land Use	Unadjusted Demand	Month Adjustment: December	Adjusted	Peak Hour Adjustment: 2:00 p.m.	Adjusted	Noncaptive Daytime	Adjusted	Mode Adjustment Daytime	Adjusted
Retail	0.00	56%	0.00	95%	0.00	85%	0.00	75%	0.00
Employee	0.00	80%	0.00	100%	0.00	100%	0.00	85%	0.00
Casual Dining	0.00	85%	0.00	75%	0.00	70%	0.00	75%	0.00
Employee	0.00	95%	0.00	90%	0.00	100%	0.00	85%	0.00
Family Restaurant	36.00	85%	30.60	100%	30.60	80%	24.48	80%	19.58
Employee	6.00	95%	5.70	100%	5.70	100%	5.70	85%	4.85
Fast Food	0.00	85%	0.00	100%	0.00	90%	0.00	80%	0.00
Employee	0.00	95%	0.00	100%	0.00	100%	0.00	85%	0.00
Night Club	22.88	84%	19.22	0%	0.00	100%	0.00	90%	0.00
Employee	1.88	90%	1.69	5%	0.08	100%	0.08	90%	0.08
Health Club	34.04	100%	34.04	60%	20.43	90%	18.38	85%	15.63
Employee	2.06	100%	2.06	75%	1.55	100%	1.55	85%	1.32
Office	7.21	100%	7.21	15%	1.08	100%	1.08	95%	1.03
Employee	84.16	100%	84.16	90%	75.74	95%	71.95	85%	61.16
Residential, Owned	84.50	100%	84.50	65%	54.93	100%	54.93	100%	54.93
Visitor	12.45	100%	12.45	20%	2.49	100%	2.49	100%	2.49
Subtotal: Customer/ Visitor Spaces	112.58		175.57		54.60		46.44		38.73
Subtotal: Employee/ Resident Spaces	178.60		106.06		138.00		134.21		122.32
TOTAL PARKING SPACES	291.18		281.63		192.60		180.65		161.05
Shared Parking Reduction	100%		3.28%		33.86%		37.96%		44.69%

Estimated Weekday Peak-Hour Parking Requirements: January 2:00 p.m.

Land Use	Unadjusted Demand	Month Adjustment: December	Adjusted	Peak Hour Adjustment: 2:00 p.m.	Adjusted	Noncaptive Daytime	Adjusted	Mode Adjustment Daytime	Adjusted
Retail	0.00	56%	0.00	100%	0.00	85%	0.00	75%	0.00
Employee	0.00	80%	0.00	100%	0.00	100%	0.00	85%	0.00
Casual Dining	0.00	85%	0.00	65%	0.00	70%	0.00	75%	0.00
Employee	0.00	95%	0.00	90%	0.00	100%	0.00	85%	0.00
Family Restaurant	36.00	85%	30.60	50%	15.30	80%	12.24	80%	9.79
Employee	6.00	95%	5.70	100%	5.70	100%	5.70	85%	4.85
Fast Food	0.00	85%	0.00	90%	0.00	90%	0.00	80%	0.00
Employee	0.00	95%	0.00	95%	0.00	100%	0.00	85%	0.00
Night Club	22.88	84%	19.22	0%	0.00	100%	0.00	90%	0.00
Employee	1.88	90%	1.69	10%	0.17	100%	0.17	90%	0.15
Health Club	34.04	100%	34.04	70%	23.83	90%	21.45	85%	18.23
Employee	2.06	100%	2.06	75%	1.55	100%	1.55	85%	1.32
Office	7.21	100%	7.21	100%	7.21	100%	7.21	95%	6.85
Employee	84.16	100%	84.16	100%	84.16	95%	79.95	85%	67.96
Residential, Owned	84.50	100%	84.50	70%	59.15	100%	59.15	100%	59.15
Visitor	12.45	100%	12.45	20%	2.49	100%	2.49	100%	2.49
Subtotal: Customer/ Visitor Spaces	112.58		175.57		48.83		43.39		37.36
Subtotal: Employee/ Resident Spaces	178.60		106.06		150.72		146.52		133.42
TOTAL PARKING SPACES	291.18		281.63		199.56		189.91		170.78
Shared Parking Reduction	100%		3.28%		31.47%		34.78%		41.35%

Estimated Weekday Peak-Hour Parking Requirements: January 6:00 p.m.

Land Use	Unadjusted Demand	Month Adjustment: December	Adjusted	Peak Hour Adjustment: 2:00 p.m.	Adjusted	Noncaptive Daytime	Adjusted	Mode Adjustment Daytime	Adjusted
Retail	0.00	56%	0.00	80%	0.00	85%	0.00	75%	0.00
Employee	0.00	80%	0.00	95%	0.00	100%	0.00	85%	0.00
Casual Dining	0.00	85%	0.00	95%	0.00	70%	0.00	75%	0.00
Employee	0.00	95%	0.00	100%	0.00	100%	0.00	85%	0.00
Family Restaurant	36.00	85%	30.60	80%	24.48	80%	19.58	80%	15.67
Employee	6.00	95%	5.70	95%	5.42	100%	5.42	85%	4.60
Fast Food	0.00	85%	0.00	85%	0.00	70%	0.00	80%	0.00
Employee	0.00	95%	0.00	90%	0.00	100%	0.00	85%	0.00
Night Club	22.88	84%	19.22	25%	4.80	95%	4.56	90%	4.11
Employee	1.88	90%	1.69	70%	1.18	100%	1.18	90%	1.06
Health Club	34.04	100%	34.04	100%	34.04	90%	30.64	85%	26.04
Employee	2.06	100%	2.06	100%	2.06	100%	2.06	85%	1.75
Office	7.21	100%	7.21	5%	0.36	100%	0.36	95%	0.34
Employee	84.16	100%	84.16	25%	21.04	95%	19.99	85%	16.99
Residential, Owned	84.50	100%	84.50	90%	76.05	100%	76.05	100%	76.05
Visitor	12.45	100%	12.45	60%	7.47	100%	7.47	100%	7.47
Subtotal: Customer/ Visitor Spaces	112.58		175.57		71.16		62.62		53.63
Subtotal: Employee/ Resident Spaces	178.60		106.06		105.75		104.70		100.46
TOTAL PARKING SPACES	291.18		281.63		176.91		167.31		154.09
Shared Parking Reduction	100%		3.28%		39.24%		42.54%		47.08%

Estimated Weekend Peak-Hour Parking Requirements: December 1:00 p.m.

Land Use	Unadjusted Demand	Month Adjustment: December	Adjusted	Peak Hour Adjustment: 1:00 p.m.	Adjusted	Noncaptive Daytime	Adjusted	Mode Adjustment Daytime	Adjusted
Retail	0.00	100%	0.00	95%	0.00	85%	0.00	75%	0.00
Employee	0.00	100%	0.00	100%	0.00	100%	0.00	85%	0.00
Casual Dining	0.00	100%	0.00	65%	0.00	70%	0.00	75%	0.00
Employee	0.00	100%	0.00	90%	0.00	100%	0.00	85%	0.00
Family Restaurant	51.00	100%	51.00	55%	28.05	90%	25.25	80%	20.20
Employee	9.00	100%	9.00	75%	6.75	100%	6.75	85%	5.74
Fast Food	0.00	100%	0.00	90%	0.00	90%	0.00	80%	0.00
Employee	0.00	100%	0.00	95%	0.00	100%	0.00	85%	0.00
Night Club	26.25	90%	23.63	0%	0.00	100%	0.00	90%	0.00
Employee	2.25	100%	2.25	10%	0.23	100%	0.23	90%	0.20
Health Club	28.37	90%	25.53	70%	17.87	90%	16.09	85%	13.67
Employee	1.29	100%	1.29	75%	0.97	100%	0.97	85%	0.82
Office	0.72	100%	0.72	80%	0.58	100%	0.58	95%	0.55
Employee	8.42	100%	8.42	80%	6.73	95%	6.40	85%	5.44
Residential, Owned	84.50	100%	84.50	70%	59.15	100%	59.15	100%	59.15
Visitor	12.45	100%	12.45	20%	2.49	100%	2.49	100%	2.49
Subtotal: Customer/ Visitor Spaces	118.79		185.38		48.99		44.40		36.91
Subtotal: Employee/ Resident Spaces	105.46		33.41		73.82		73.49		71.35
TOTAL PARKING SPACES	224.25		218.78		122.81		117.89		108.26
Shared Parking Reduction	100%		2.44%		45.23%		47.43%		51.72%



December 3, 2019

Spencer Woith
Woith Engineering
1725 41st Street South
Great Falls, MT 59405

RE: Milwaukee Station Apartments Preliminary Traffic Assessment

Dear Spencer, it is my understanding that the Milwaukee Station Apartments project is currently under consideration north of 1st Avenue and east of River Drive in Great Falls. The site is located east of Gibson Park and south of Riverside Park, just north of Chicago Title Insurance (Milwaukee Station) and west of the BNSF railroad lines. The project would be developed to include a five-story apartment complex with attached commercial space. The purpose of this letter is to describe the current road characteristics near the site, develop a preliminary trip generation analysis for the proposed project, and provide information to help guide the location of possible accesses to the site onto River Drive.

1st Avenue is and an east/west principal arterial route. The road has a five lane cross section and connects one of the four bridges which crosses the Missouri River in Great Falls. The road currently carries 16,900 VPD. The intersection with River Drive is signalized.

River Drive is a north/south minor arterial route that follows along the banks of the Missouri River. North of 1st Avenue the road has a two-lane cross section and passes next to a variety of parks and trails adjacent to the river. The roadway currently carries 6,300 VPD.



Abelin Traffic Services obtained historic traffic data for area roadways from the Montana DOT which is presented in **Table 1**. The traffic data history for this area indicates that traffic volumes growth on this section of 1st Avenue and River Drive have been generally flat over the last ten years.

Table 1 – Historic Average Daily Traffic Data

Location	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
River Dr. N of 1st Ave. #07-2A-055	7,280	7,700	7,670	6,471	6,120	6,623	6,800	6,665	6,552	6,344
1 st Avenue E of River Dr. #07-2A-088	17,030	16,490	16,770	16,940	17,623	17,640	18,020	18,479	16,640	16,873

The *2018 Great Falls Area Long Range Transportation Plan (LRTP)* provides existing and projected traffic information for the Great Falls area, including roadway operations data, traffic projections, and roadway improvement recommendations. The LRTP indicates that the intersection of 1st Avenue and River Drive currently operates at LOS C in the morning peak hour and LOS F in the evening peak hour. The poor LOS in the evening peak hour is likely due to the specific turning movements at this intersection which require split phase signal operation. While the intersection has considerable capacity, the LOS will generally be poor due to the long signal cycle lengths required by the split phase operation. The LRTP projects traffic volume growth of less than 1,000 VPD on River Road and 3,000-5,000 VPD growth on 1st Avenue in this area by 2038.

The project currently proposed on this site includes the Milwaukee Station Apartments with attached commercial space. The building would include a five-story apartment building with underground parking. The apartments would include 73 one-bedroom and 14 two-bedroom units (87 units total). The connection between the apartment building and the original Milwaukee Station would feature a 1,800 S.F. wine bar/club house, 3,800 S.F. restaurant/food court space, and 4,100 S.F. gym space.

ATS performed a preliminary trip generation analysis to determine the anticipated future traffic volumes from the proposed development using the trip generation rates contained in Trip Generation (Institute of Transportation Engineers, Tenth Edition). These rates are the national standard and are based on the most current information available to planners. A vehicle “trip” is defined as any trip that either begins or ends at the development site. According to the ITE trip generation rates the project would produce 92 AM peak hour trips, 107 PM peak hour trips, and 1,236 daily trips. See **Table 2** for detailed trip generation information.

Table 2 - Trip Generation Rates

Land Use	Units	AM Peak Hour Trip Ends per Unit	Total AM Peak Hour Trip Ends	PM Peak Hour Trip Ends per Unit	Total PM Peak Hour Trip Ends	Weekday Trip Ends per Unit	Total Weekday Trip Ends
Apartment #221	87 units	0.36	31	0.44	38	5.44	473
Restaurant #932	5.6 KSF	9.94	56	9.77	55	112.18	628
Health Club #492	4.1 KSF	1.31	5	3.45	14	32.93	135
Total			92		107		1,236

The project will have access to River Road via the existing Milwaukee Station approach north of 1st Avenue and a new approach onto River Road yet to be determined. The approach to the Milwaukee station is currently 120 feet north of 1st Avenue and is the only existing approach to the site. The possible new approach locations for the Milwaukee Station apartments are just to the south of the Farmer Union and at the circular parking area at Riverside Park to the north (see attached figure). No approaches to the east are possible due to the BNSF railroad lines.

Most of the traffic from the project site will flow to the south along River Drive to the intersection with 1st Avenue. According to a 2017 intersection count performed by MDT, the intersection of 1st Avenue and River Drive currently serves over 3,000 vehicles entering during the peak hour. The Milwaukee Station Apartments will increase the total entering traffic at this intersection by 50-80 VPH, an increase of 1-3% which will not likely change the operating conditions at this intersection.

Once the approach locations for the project have been finalized ATS will provide a full traffic impact analysis for the project to be reviewed by MDT and City of Great Falls which will provide detailed reviews of the approach locations and nearby intersections.

Sincerely,



Bob Abelin, P.E. PTOE
Abelin Traffic Services, Inc.



Agenda #: 7
Meeting Date: May 12, 2020

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

Item: Ordinance 3215, “An Ordinance Repealing Title 17, Chapter 12, Article 3, of The Official Code of The City of Great Falls (OCCGF), Pertaining to The Great Falls Design Review Board.”

Initiated By: City Commission

Presented By: Joseph Cik, Assistant City Attorney

Action Requested: Recommend that the City Commission adopt Ordinance 3215.

Suggested Motion:

1. Board Member moves:

“I move that the Planning Advisory Board recommend that the City Commission (adopt/deny) Ordinance 3215.”

2. Chairman calls for a second, public comment, board/commission discussion, and calls for the vote.

Background:

On November 7, 2018 the City Commission adopted Resolution 10256. Resolution 10256 temporarily suspended the Great Falls Design Review Board (DRB) meetings and review requirements for a period of one-hundred-eighty (180) days. The suspension of the meeting and review requirements allowed planning staff to focus directly on substantive applications and projects, as the Planning and Community Development Department was not fully staffed at the time.

On June 4, 2019, the Commission adopted Resolution 10297. Resolution 10297 suspended the DRB an additional one-hundred-eighty (180) days. During the course of that suspension, staff reviewed the DRB process in order to make the DRB review process more efficient for land development applicants.

On December 3, 2019 the Commission adopted Resolution 10321. Resolution 10321 amended the DRB’s review process. It also placed limitations on what the DRB could substantively review in the development application process. These limitations only require applicants to submit a project narrative, conceptual site plan demonstrating compliance with underlying zoning requirements, and renderings or elevations of proposed buildings.

After further consideration, under Commission Initiatives at the February 4, 2020 Commission Meeting, Commissioners Tryon and Robinson requested that staff draft language for a resolution to dissolve the DRB. There was no objection by other Commission members.

In response to this Commission initiative, staff presented Resolution 10336 to the City Commission on March 3, 2020. Resolution 10336 was adopted by the Commission by a 3-2 vote and dissolved the Great Falls Design Review Board completely. Resolution 10336 also directed City Staff to present appropriate OCCGF amendments that would fulfill the intent of Resolution 10336 to dissolve the DRB. The Ordinance under consideration is being presented in response to that direction.

Ord. 3215 Exhibit "A" is a document illustrating the proposed OCCGF amendments. Added language is illustrated in **bold**, and deleted language is illustrated in ~~strikethrough~~.

Concurrences:

City Manager's Office
City Clerk's Office

Fiscal Impact:

None

Staff Recommendation:

Staff recommends the Planning Advisory Board recommend that the City Commission adopt Ordinance 3215.

Alternatives:

The Planning Advisory Board could recommend that the City Commission deny Ordinance 3215.

Attachments/Exhibits:

Ordinance 3215
Ord. 3215 Exhibit A

ORDINANCE 3215

AN ORDINANCE REPEALING TITLE 17, CHAPTER 12, ARTICLE 3, OF THE OFFICIAL CODE OF THE CITY OF GREAT FALLS (OCCGF), PERTAINING TO THE GREAT FALLS DESIGN REVIEW BOARD.

* * * * *

WHEREAS, the City Commission established Title 17 of the OCCGF outlining provisions pertaining to, and known as, the Land Development Code; and

WHEREAS, the City Commission established OCCGF Title 17, Chapter 12, Article 3 establishing and regulating The Great Falls Design Review Board; and

WHEREAS, after numerous suspensions of the Design Review Board meetings and review requirements, the City Commission adopted Resolution 10336 dissolving the Design Review Board; and

WHEREAS, Resolution 10336 directed City Staff to present OCCGF amendments consistent with the intent of Resolution 10336; and

WHEREAS, at its regularly scheduled May 12, 2020 meeting, the Great Falls Planning Advisory Board recommended that the City Commission adopt Ordinance 3215.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA:

Section 1. OCCGF Title 17, Chapter 12, Article 3, is hereby repealed as depicted in Exhibit "A" attached hereto and by reference incorporated herein, with deleted language identified by ~~strike through~~ and inserted language **bolded**; and

Section 3. This ordinance shall be in full force and effect thirty (30) days after second reading and final adoption by the City Commission.

ACCEPTED by the City Commission of the City of Great Falls, Montana on first reading June 2, 2020.

ADOPTED by the City Commission of the City of Great Falls, Montana on second reading June 16, 2020.

Bob Kelly, Mayor

ATTEST:

(CITY SEAL)

Lisa Kunz, City Clerk

APPROVED FOR LEGAL CONTENT:

Joseph Cik, Assistant City Attorney

State of Montana)
County of Cascade : ss
City of Great Falls)

I, Lisa Kunz, City Clerk of the City of Great Falls, Montana, do certify that I did post as required by law and as prescribed and directed by the Commission, Ordinance 3200 on the Great Falls Civic Center posting board and the Great Falls City website.

Lisa Kunz, City Clerk

(CITY SEAL)

Exhibit "A"

Title 17 - LAND DEVELOPMENT CODE

Chapter 12 ADMINISTRATIVE AND ENFORCEMENT BODIES

Article 3 DESIGN REVIEW BOARD REPEALED

(Ord. 3215, 2020)

Sections:

- 17.12.3.010 Establishment.
- 17.12.3.020 Authority.
- 17.12.3.030 Composition and appointment of members.
- 17.12.3.040 Officers.
- 17.12.3.050 Board procedures.
- 17.12.3.060 Schedule of meetings.
- 17.12.3.070 Voting and quorum.
- 17.12.3.080 Compensation and expenses.
- 17.12.3.090 Legal representation.

~~17.12.3.010~~ — Establishment.

~~A Design Review Board is established to undertake the responsibilities herein defined.~~

~~17.12.3.020~~ — Authority.

~~To further promote the health, safety and general welfare of the City, the board has the authority and responsibility to review specified types of development proposals to ensure that the design and aesthetics conform to the review criteria contained in this Title. The board may approve or deny, in whole or in part, or may modify and set conditions for approval, or provide advice and counsel.~~

~~17.12.3.030~~ — Composition and appointment of members.

- ~~A. **Number and appointment.** The board shall consist of five (5) voting members appointed by the City Commission.~~
- ~~B. **Considerations in making appointments.** Members shall be residents of the City. The City Commission shall make an effort to achieve a diversity of expertise, background, and interest. Such diversity should preferably include two (2) architects and three (3) individuals chosen for their demonstrated interest in and expertise in design or community aesthetics. No member of the City Commission or employee of the City shall be eligible for membership on the board.~~
- ~~C. **Terms.** Each member shall be appointed to a three-year term. The expiration of initial terms of board members will be staggered to assure continuity.~~

Exhibit "A"

Title 17 - LAND DEVELOPMENT CODE

Chapter 12 ADMINISTRATIVE AND ENFORCEMENT BODIES

- ~~D. **Vacancies.** When a position becomes vacant before the end of the term, the City Commission shall make an appointment. A member whose term expires may continue to serve until a successor is appointed and qualified.~~
- ~~E. **Conditions for removal.** A member shall be removed from the board and the member's office declared vacant under the following conditions:~~
- ~~1. The member fails to attend three (3) successive regular meetings without excused absences; or~~
 - ~~2. The member moves outside of the City; or~~
 - ~~3. The City Commission declares without notice and without assignment of cause the removal of a member.~~

~~17.12.3.040 **Officers.**~~

- ~~A. **Election.** At its annual meeting, the board shall elect a chair and vice chair from among its membership by majority vote. If there is more than one (1) nominee for any office, voting shall be by secret ballot.~~
- ~~B. **Nominations.** Nominations may be made from the floor, provided the nominee consents to the nomination.~~
- ~~C. **Terms of office.** All elective offices shall be for one (1) year. An officer whose term has expired shall hold office until a successor is elected.~~
- ~~D. **Limitation on consecutive terms.** No member shall hold the same elective office for more than three (3) consecutive terms.~~
- ~~E. **Vacancies.** In the event of a vacancy in any office, the chair, upon approval by a majority of voting members present, shall designate a member to fill the unexpired term of the office.~~
- ~~F. **Rights of chair.** The chair shall have all the rights and privileges of a board member.~~
- ~~G. **Duties of chair.** The chair shall:~~
- ~~1. Preside at all meetings of the board,~~
 - ~~2. Plan the agenda for the board,~~
 - ~~3. Act as a liaison between the board and the Planning and Community Development Department,~~
 - ~~4. Execute all legal documents on behalf of the board,~~
 - ~~5. Call special meetings as provided herein, and~~
 - ~~6. Act as the public representative of the board or designate an alternate.~~
- ~~H. **Duties of vice chair.** The vice chair shall perform the duties of the chair in all cases in which the chair is unable to serve or as otherwise directed by the chair.~~
- ~~I. **Duties of secretary.** The secretary shall:~~
- ~~1. Maintain the minutes and records of the board and issue calls and notices pertaining to the board,~~
 - ~~2. Distribute the agenda for all regular and annual meetings at least one (1) week prior to the meeting,~~
 - ~~3. Keep a roll of membership and attendance, and~~
 - ~~4. Supervise the balloting at all elections.~~

Exhibit "A"

Title 17 - LAND DEVELOPMENT CODE

Chapter 12 ADMINISTRATIVE AND ENFORCEMENT BODIES

~~J. **Delegation of duties.** The board may delegate the duties of the secretary to the Planning and Community Development Department by a majority vote.~~

~~(Ord. No. 3056, § 1, 8-17-2010)~~

~~**17.12.3.050 Board procedures.**~~

~~The board may adopt rules of procedure to carry out its purposes. All rules must conform to this Title, other City regulations, and State law and shall be filed in the office of the City Clerk.~~

~~**17.12.3.060 Schedule of meetings.**~~

~~A. **Annual meeting.** The board shall meet at least once a year in January to elect officers and for such other business as may arise.~~

~~B. **Regular meeting.** The board shall schedule meetings to review applications for which it has authority to review.~~

~~C. **Special meeting.** Special meetings may be called by the chair or by two (2) members of the board or the City Commission upon written request to the secretary.~~

~~**17.12.3.070 Voting and quorum.**~~

~~A. **Requirements for quorum.** A quorum shall consist of three (3) voting members.~~

~~B. **Requirements for voting.** Each decision of the board shall be approved by a majority vote of the members present at a regular, annual, or special meeting in which a quorum is in attendance and voting.~~

~~C. **Disqualification or voluntary abstention from voting.** A member shall abstain from voting on a particular issue or shall be disqualified by majority vote of the remaining members present, if any of the following circumstances apply:~~

~~1. The member has a direct financial interest in the outcome of the matter at issue; or~~

~~2. The member has such close personal ties to the applicant, the project, or to a party opposing the application that the member can not reasonably be expected to exercise sound judgment in the public interest; or~~

~~3. The member owns property within the area entitled to receive written notice; or~~

~~4. Participation in the matter might violate the letter or spirit of a member's code of professional responsibility; or~~

~~5. Other applicable law that applies.~~

~~**17.12.3.080 Compensation and expenses.**~~

~~A. **Compensation.** Members shall not be compensated for their services on the board.~~

~~B. **Expenses.** Members may be paid for travel and other expenses incurred on board business under procedures prescribed in advance by the City Commission.~~

Exhibit "A"

Title 17 - LAND DEVELOPMENT CODE

Chapter 12 ADMINISTRATIVE AND ENFORCEMENT BODIES

~~17.12.3.090 — Legal representation.~~

~~The City Commission may appoint legal counsel to represent the board when it deems necessary.~~