



**Planning Advisory Board/Zoning Commission  
2 Park Drive South, Great Falls, MT  
Gibson Room, Civic Center  
March 9, 2021 - 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. 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 1:00 PM on Tuesday, March 9, 2021, to: [jnygard@greatfallsmt.net](mailto: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 P.M.
2. Roll Call - Board Introductions

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

3. Recognition of Staff

4. Approval of Meeting Minutes - February 23, 2021

## **BOARD ACTIONS REQUIRING PUBLIC HEARING**

## **BOARD ACTIONS NOT REQUIRING PUBLIC HEARING**

5. Independence Bank Minor Subdivision and the 10th Street Bridge Minor Subdivision to facilitate a land swap between Independence Bank and the City of Great Falls.

## **COMMUNICATIONS**

6. Resignation of Laura Vukasin
7. Upcoming Petitions
  - Request for Conditional Use Permit - Jim Woods 57th Street S
  - Request for Conditional Use Permit and Non-Administrative Plat - Park and Recreation Department Indoor Aquatics and Recreation Center

## **PUBLIC COMMENT**

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

## **ADJOURNMENT**

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

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

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

**MINUTES OF THE MEETING  
GREAT FALLS PLANNING ADVISORY BOARD/ZONING COMMISSION  
February 23, 2021**

**CALL TO ORDER**

The regular meeting of the Great Falls Planning Advisory Board/Zoning Commission was called to order by Chair Dave Bertelsen at 3:05 p.m. The meeting was held via Zoom in the Gibson Room, at the Civic Center.

**ROLL CALL & ATTENDANCE**

Due to the COVID-19 health concerns, the format of the Planning Advisory Board/Zoning Commission meeting is being conducted 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), public participation is welcomed and encouraged as follows:

- 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, February 23, 2021 to: [jnygard@greatfallsmt.net](mailto: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. We ask for your patience in the event there are technical difficulties.

Planning Board Members present electronically via Zoom:

Dave Bertelsen, Chair  
Charles Pankratz, Vice Chair  
Kelly Buschmeyer  
Tory Mills

Planning Board Members absent:

Samantha Shinaberger

Planning Staff Members present:

Craig Raymond, Director Planning and Community Development  
Tom Micuda, Deputy Director Planning and Community Development  
Brad Eatherly, Planner II  
Andrew Finch, Sr. Transportation Planner  
Shelley Francis, Permit Technician  
Alaina Mattimiro, Planner I

Jamie Nygard, Sr. Admin Assistant

Other Staff present:

Joe Cik, Assistant City Attorney

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

## MINUTES

Chair Dave Bertelsen asked if there were any comments or corrections to the minutes of the meeting held on January 26, 2021. Seeing none, Mr. Pankratz moved to approve the minutes. Mr. Mills seconded, and all being in favor, the minutes were approved.

### **BOARD ACTIONS REQUIRING A PUBLIC HEARING**

#### **Conditional Use Permit for a “Contractor Yard, Type II” land use upon the property addressed as 214 7<sup>th</sup> Avenue South and legally described as Lots 5-10, Block 479, Section 12, T20N, 3E, P.M.M., Cascade County, MT.**

Brad Eatherly, Planner II, presented to the board. He stated that the applicant, Sheffels Farms, Inc., submitted an application to request a Conditional Use Permit (CUP) to allow for a “Contractor Yard, Type II”, which is conditionally permitted in the M-2(Mixed-use Transitional) Zoning district. Sheffels Farms, Inc. has owned the subject property for over 60 years and it has historically either had an industrial use or has been vacant. Within the last year, a local bank had been renting the property in order to store heavy construction equipment that has been in the bank’s care while a bankruptcy case was being adjudicated. The CUP is coming forward in response to a citizen’s complaint on the property regarding the amount of heavy equipment being stored at the location.

Mr. Eatherly presented an Aerial Map, Zoning Map, Site Plan, and Site Photos of the subject property.

Mr. Eatherly also presented the Basis of Decision. The CUP is consistent with the Growth Policy. Specifically, it is consistent with the following provisions:

Phy 4.1 – Encourage a balanced mix of land uses through-out the City.

Phy 4.1.5 - Encourage and incentivize the redevelopment or adaptive reuse of vacant or underutilized properties so as to maximize the City’s existing infrastructure.

Eco 3.5 – Continue efforts to support and develop small businesses in Great Falls.

Mr. Eatherly stated that the conditional use will not be detrimental to or endanger the health, safety, morals, comfort or general welfare. Mr. Eatherly stated that there is no detrimental impact. The subject property has been used industrially for almost 70 years. The applicant will screen the property by adding privacy slats to the 6-foot high chain link fence that currently surrounds the property. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood. The conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district. Mr. Eatherly stated the CUP will not impede normal and orderly

development. There are no vacant lots in the immediate vicinity of the subject property. Adjacent property owners have been notified and have no objections. City Staff did receive a call from a neighbor with questions regarding how a “Contractor Yard, Type II” is defined. 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 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.

Mr. Eatherly stated that staff recommends approval of the requested conditional use permit for the land use of “Contractor Yard, Type II” in the M-2 Mixed–Use Transitional Zoning District. Mr. Eatherly stated that the applicant was present for any questions.

**PETITIONER’S PRESENTATION**

NONE.

**PUBLIC QUESTIONS**

NONE.

**PROponents**

Brett Doney, 405 3<sup>rd</sup> Street NW Suite 203, stated that the Great Falls Development Authority supports the Conditional Use Permit.

**OPponents**

NONE.

**BOARD DISCUSSION AND ACTION**

Mr. Mills asked if the Conditional Use Permit is granted, would it be retained if the property was sold. Mr. Eatherly responded that the CUP would remain with the property as long as the property is being used as a “Contractor Yard, Type II”. If the property is not being used in that manner for a year or more, than the property owner would have to go through the process again of obtaining a Conditional Use Permit.

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

Made by: Mr. Mills  
 Second: Ms. Buschmeyer

VOTE: All in favor, the motion carried

**BOARD ACTIONS NOT REQUIRING A PUBLIC HEARING**

**FFY 2021-2025 Great Falls Transportation Improvement Program (TIP)**

Andrew Finch, Sr. Transportation Planner, presented to the Board. He stated that the TIP is presented to the Planning Board after the thirty day public advertising, for formal public comment and as a chance for the Board to look at the document and approve or deny. Mr. Finch stated that the TIP is a staged, five year program of transportation projects scheduled for implementation in the Great Falls Metropolitan Area. The TIP is the implementing tool of the Long Range Transportation Plan, and major projects must be in the plan before they can be included in the TIP. It includes projects financed with U.S. Department of Transportation funds, as well as major projects on major routes funded with other sources.

The plan had not had a full update since 2018 and is required at least once every four years. There have been a couple of amendments to the TIP since then. The Department of Transportation asked for a format change in the TIP to match the other Metropolitan Planning Organizations in the state to assist with their record keeping.

Mr. Finch stated that there are no new major projects, so it is a continuation of the projects that were already in the TIP. The TIP remains financial constrained, meaning that there is more than enough money to move forward with the projects that are in the TIP. Mr. Finch gave a brief overview of some of the projects in the TIP.

- Stuckey Road – Reconstruct from NW Bypass approximately ½ mile north
- 9<sup>th</sup> Street NW/Watson Coulee Road – Reconstruct to Collector Standards (9<sup>th</sup> St NW from Central Avenue West to NW Bypass Watson Coulee Road from Vaughn Road to NW Bypass
- Gore Hill Interchange – Reconstruct, including additional southbound lane on I-15 and new bridge
- Great Falls North – Reconstruction of US 87 north of the Bootlegger Trail Intersection, including passing and turn lanes.
- Fox Farm Road – Pavement preservation from Alder Drive to the City limits.

Mr. Finch stated that staff recommends approval of the FFY 2021-2025 Transportation Improvement Program.

### **PUBLIC COMMENT**

An email was received prior to the meeting from Shyla Patera, North Central Independent Living Services, Inc., 1120 25<sup>th</sup> Avenue Northeast, Black Eagle, MT 59414. Chair Bertelsen read it into the record. She stated that the TIP is of vital importance to Great Falls infrastructure and believes that the TIP is a good start regarding roadway and pedestrian sidewalk improvements for the City of Great Falls.

Brett Doney, 405 3<sup>Rd</sup> Street NW Suite 203, stated that Congress is working on a major infrastructure package and other cities across Montana are actively engaging with their congressional delegation to pursue special projects and would encourage the City to be aggressive in that regard both to get accelerated funding for the TIP projects and also to pursue other important infrastructure, not just transportation based. He stated that there are critical needs like sidewalks and roads, but staff also needs to look at the competitiveness of the community and that there never seems to be enough money to do center island improvements to improve the look of the streets. The Great Falls Development Authority feels that these aesthetic improvements would attract more people to Great Falls if they were updated.

## BOARD DISCUSSION AND ACTION

**MOTION:** That the Planning Advisory Board approve the Federal Fiscal Year 2021-2025 Great Falls Transportation Improvement Program.

**Made by:** Mr. Mills  
**Second:** Mr. Pankratz

**VOTE:** All in favor, the motion carried

### Great Falls International Airport Tax Increment Financing Funding Application

Ms. Mattimiro presented to the Board. She presented an overview of the Great Falls International Airport Tax Increment Finance District. She stated that the Airport TIF plan was adopted in 2008 and it is an Industrial Development District. She explained that the purpose of the TIF district is to retain and attract secondary, value-adding industries. The State defines that as those industries that transform raw resources in processed substances from which industrial or consumer products may be manufactured. The application that was received was from the Great Falls Airport Authority. They are requesting funds to do the following improvements:

- Water service lines
- Sewer service lines
- Storm sewer improvements
- Electric/data service lines
- 2 Roadway access points
- Circulation road

The applicant is requesting \$110,000.00 of available funds as well as the City bonding against the TIF for the remaining \$652,780.00. She stated that construction on the project would start in spring 2021.

Mrs. Mattimiro showed an aerial view of the proposed project. She stated that the proposed improvements are being used to support a development of industrial condo spaces that will consist of large buildings that can or will be split into bays that will then be leased or sold to businesses or individuals. The buildings will be built in phases over the next ten years. The first phase will be all of the public improvements and the first building. The first tenant will be Falls Truck Wash. They are not a manufacturing business, so they do not meet the goal of fulfilling Industrial District goals of creating value-adding industrial users. However, the applicant has indicated in their written application as well as the working development agreement that they are aware of the burden of the state and local requirements for the TIF money to be used to support secondary value-adding industries. The Truck Wash will accommodate commercial trucks for those that are entering Canada or carrying livestock or crops. In these situations, the trucks need to be washed between each load to avoid contamination.

Ms. Mattimiro presented a site plan. Staff analyzed the requirements for both local and state criteria for TIF Industrial Districts. Staff found that all of the infrastructure improvements that are proposed are eligible expenses for TIF reimbursement. She also stated that because the area is deficient in infrastructure, it would benefit the area as a whole.

Ms. Mattimiro stated that staff does recommend approval based on the applicant's understanding of the requirement to market projects for secondary value-adding industry users.

### **PETITIONER'S PRESENTATION**

John Faulkner, the applicant, stated that he has been a board member of the Great Falls Development Authority. He stated that there are a lot of small companies in Great Falls that do manufacturing and other industrial processes and it is difficult for them to find a home. The proposed buildings can be subdivided down to 1250 square feet and can also be as big as 30,000 square feet. The goal is to build a large footprint Industrial building with welding power, oil/water separators, the capability of water in each bay and to keep it fairly generic so that everyone from the truss manufacturer down to the metal fabricator could be housed there. Each building will be able to accommodate thirteen pass-through bays. Dozens of businesses could be accommodated.

### **PUBLIC COMMENT**

Brett Doney, 405 3<sup>rd</sup> Street NW Suite 203, Great Falls Development Authority, stated that the proposed project is very important. They think that there is a great need for this type of space to help local entrepreneurs start new businesses and existing businesses to grow, but also that the type of development fits in with the economic development strategy. Great Falls is a great soft landing for Canadian companies just up the road. Mr. Doney read from Montana Code regarding Targeted Economic Development Districts. He thanked Dick Anderson Construction for partnering with the Airport to put the project together.

Josh DeVos, 4610 Tri-Hill Frontage Road, who works for Dick Anderson Construction, wanted to commend John Faulkner for this vision for the community. He stated that he sees a growth spurt for Great Falls.

### **BOARD DISCUSSION AND ACTION**

Mr. Pankratz asked if Falls Truck Wash would own their part of the building. Mr. Faulkner replied that they will own their part and that the intent would be for the Airport to sell the units, as it would allow a small business to obtain equity right away. He stated that the units can be leased as well. The buildings would be a partnership between the Great Falls Airport Authority and Dick Anderson Construction.

Mr. Bertelsen stated that he thought the project was a great idea and sees a great future for the community.

**MOTION:** That the Planning Advisory Board recommend the City Commission approve the Great Falls International Airport Authority TIF funding request as legally described in the Staff Report and the accompanying Findings of Fact.

Made by: Mr. Mills  
 Second: Mr. Pankratz

**VOTE:** All in favor, the motion carried



**Recommendation of Applicant Lindsey Bullock for Board Member of the Planning Advisory Board and Zoning Commission**

Ms. Bullock’s application was in the Agenda Packet.

**PUBLIC COMMENT**

NONE.

**BOARD DISCUSSION AND ACTION**

Mr. Bertelsen asked staff if Ms. Bullock’s application was the only one received. Mr. Raymond responded that it was. Mr. Pankratz stated that with Ms. Bullock’s background and experiences that she would be a good addition to the board.

MOTION: That the Planning Advisory Board recommend the City Commission approve the application of Lindsey Bullock for Board Member of the Planning Advisory Board/Zoning Commission

Made by: Mr. Pankratz  
Second: Ms. Buschmeyer

VOTE: All in favor, the motion carried

**COMMUNICATIONS**

Mr. Raymond stated that there will be a couple of projects moving forward for the next Planning Board meeting. The first one is an application for a Conditional Use Permit for the City Aquatics Facility and Recreation Center at the Lion’s Park property that is a partnership between the City and the Air Force. There will also be an application for a proposed land swap between the City and Independence Bank for the Falls Construction property adjacent to the 9<sup>th</sup> Street bridge and the 10<sup>th</sup> Street Bridge so that they can develop the bank and then someday maybe the City can make a connection to the 10<sup>th</sup> Street Bridge for the Rivers Edge Trail.

**PUBLIC COMMENT**

NONE.

**ADJOURNMENT**

There being no further business, Chair Bertelsen adjourned the meeting at 4:03 p.m.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY



Meeting Date: March 9, 2021

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

- Item:** Independence Bank Minor Subdivision and the 10th Street Bridge Minor Subdivision to facilitate a land swap between Independence Bank and the City of Great Falls.
- Initiated By:** Independence Bank and the City of Great Falls
- Presented By:** Erin Borland, Planner III, Planning and Community Development
- Action Requested:** Recommendation to the City Commission.

**Suggested Motion:**

Board Member moves:

- I. "I move that the Planning Advisory Board recommend the City Commission (approve/deny) the Independence Bank Minor Subdivision as legally described in the Staff Report, and the accompanying Findings of Fact, subject to the Conditions of Approval being fulfilled by the applicants."

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

Board Member moves:

- II. "I move that the Planning Advisory Board recommend the City Commission (approve/deny) the 10th Street Bridge Minor Subdivision as legally described in the Staff Report, and the accompanying Findings of Fact, subject to the Conditions of Approval being fulfilled by the applicants."

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

**Background:**

Independence Bank has purchased a tract of land along the Missouri River located in between the 9th Street North Bridge and the old 10th Street Bridge. This tract of land is located to the west of the old Falls Construction site and the Missouri River Diner. The applicant's intent is to build a 3 story bank with offices and a small coffee shop. The City was approached by the applicant to engage in a land swap for unusable land for their development along the river for a piece of vacant land that the City owns along River Drive. The intent of the land swap is for land along the river to be acquired by the City to facilitate a future trail connection to the 10th Street Bridge and for the bank to gain additional land needed for parking for the facility. The bank, as well as the City, agreed that based on the appraisals of the properties, the best approach was for each entity to subdivide its property to create second lots of similar land value. Additionally, the City is subdividing its property instead of moving the boundary line due to contamination of the soil that requires a restrictive covenants not allowing residential use. The

City and the bank are working with DEQ to finalize the covenants. The land swap will go before the City Commission in conjunction with approval of the subdivisions. The decision of the City Commission is based on § 3.4.010 – Sale, trade or lease and § 3.4.050 – Bidding (A1 and A3) of the Official Code of the City of Great Falls (OCCGF).

**Independence Bank Minor Subdivision Request:**

The purpose of this Minor Subdivision is for the City to acquire a parcel along the Missouri River to enable public access to the south end of the 10th Street Bridge as well as to facilitate eventual trail construction to connect the portion of the River’s Edge Trail running underneath the 9<sup>th</sup> Street North Bridge to the renovated historic 10<sup>th</sup> Street Bridge. This will allow for public access from the south side of the Missouri River to the north side of the River using the historic 10<sup>th</sup> Street pedestrian bridge. Two new lots would be created from the existing Tract 2 described in COS No. S-0004016. Lot 1 will be developed as commercial property by the current landowner, Independence Bank. Lot 2 would be deeded to the City of Great Falls.

The minor subdivision that the applicant is requesting consists of the following:

- Lot 1 – 0.921 acres (kept by the bank for new development)
- Lot 2 – 0.336 acres (deeded to the City)

The basis for a decision to approve, conditionally approve, or deny a proposed subdivision is whether it is demonstrated that development of the proposed subdivision meets the requirements of the Montana Code Annotated (MCA). Staff has developed Findings of Fact for the proposed subdivision, and Staff concludes the subdivision meets the basic requirements provided by 76-3-608(3) MCA. The full Findings of Fact are included in the attachments of this report.

**10th Street Bridge Minor Subdivision Request:**

The purpose of this Minor Subdivision is to create a new lot to be deeded to the bank for a portion of the parking for the bank development. This lot is the location of a City owned sewer main which will not be disturbed during the construction of the parking lot. The existing easement will remain for access to the main if necessary.

The minor subdivision that the City is requesting consists of the following:

- Lot 1 – 0.462 acres (to be deeded to the bank)
- Lot 2 – 1.080 acres (to be retained by the City)

The basis for a decision to approve, conditionally approve, or deny a proposed subdivision is whether it is demonstrated that development of the proposed subdivision meets the requirements of the (MCA). Staff has developed Findings of Fact for the proposed subdivision, and Staff concludes the subdivision meets the basic requirements provided by § 76-3-608(3) MCA. The full Findings of Fact are included in the attachments of this report.

**Neighborhood Council Input:**

Pursuant to the MCA and the Official Code of the City of Great Falls (OCCGF) § 17.16.4.010 Table 16-2, minor subdivisions do not require public notification. As a courtesy, information regarding the proposed minor subdivisions was provided to Neighborhood Council #7 via email. To date, no comments have been submitted from the Council members.

**Concurrences:**

Representatives from City's Public Works, Park and Recreation and Legal Departments have been involved throughout the review process of this application, and all comments have been taken into consideration for the recommendation of the project.

**Fiscal Impact:**

The proposed minor subdivisions are required for the land swap to proceed between the City and the bank. The size of the parcels being created are based on appraisals and will allow the City to exchange parcels of similar value. City utility services are currently in place for the extension of service lines to serve the bank portion of the development. Utility installation will be at the cost of the bank. Public safety services are already being provided and will not be affected as well. Because the subdivision is being requested to create a future connection to the trail system which will likely be funded outside of the City, staff believes that fiscal impacts will only be positive.

**Staff Recommendation:**

Staff recommends approval of the Independence Bank Minor Subdivision and the 10th Street Bridge Minor Subdivision with the following conditions:

**Conditions of Approval:**

1. The applicants shall provide an Amended Plat of the subject properties which shall incorporate corrections of any errors or omissions noted by Staff.
2. The City Commission must approve the land swap in conjunction with these subdivisions. If the Commission does not approve the associated land exchange, the minor subdivision requests should not be approved.

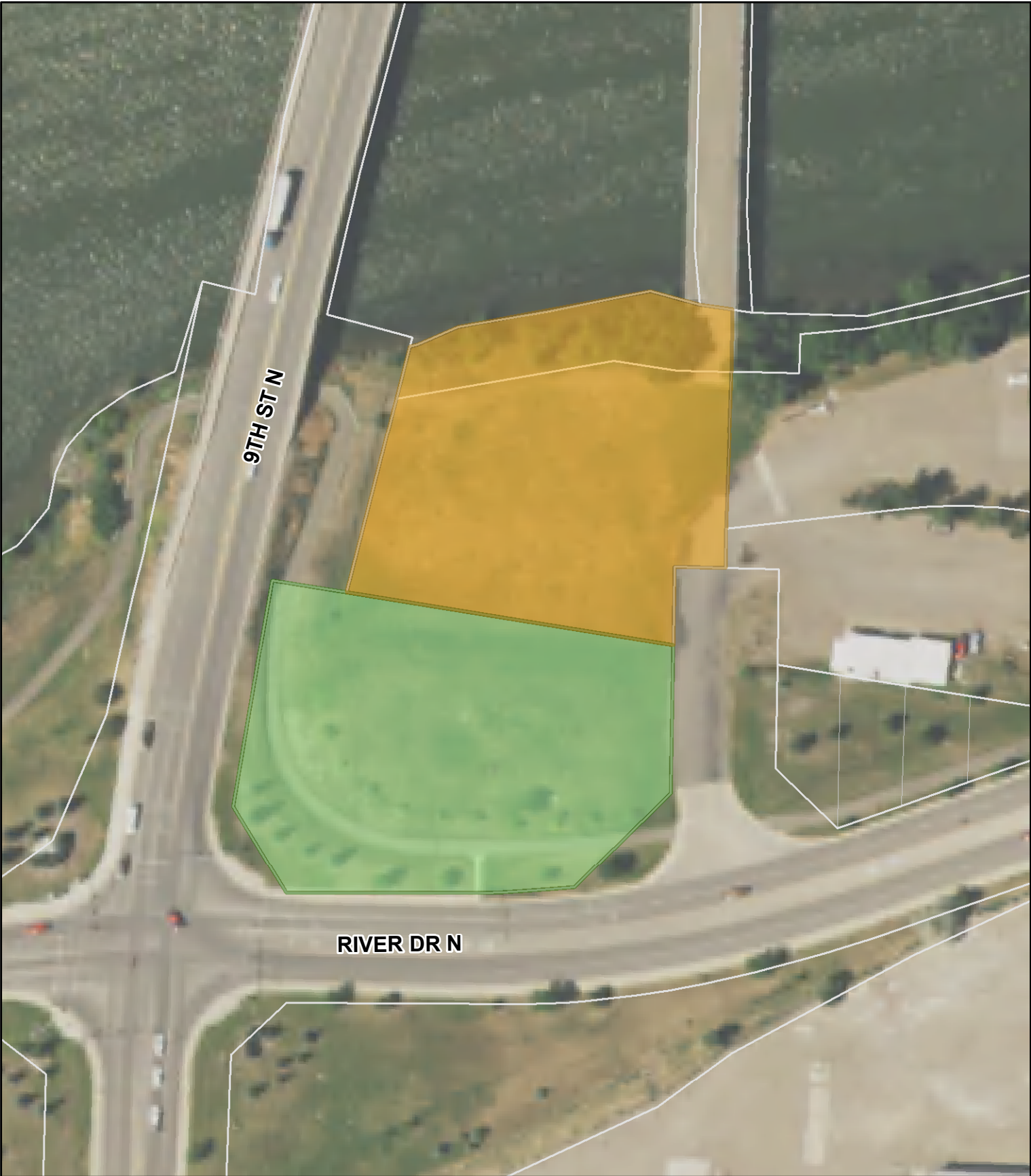
**Alternatives:**

The Planning Advisory Board could deny the minor subdivisions for this development. For this action, the Planning Advisory Board must provide alternative Findings of Fact for each subdivision to support a denial of the subdivision request.

**Attachments/Exhibits:**

- Location Map
- Zoning Map
- Independence Bank Minor Plat
- Findings of Fact – Independence Bank Subdivision
- 10th Street Bridge Minor Plat
- Findings of Fact – 10th Street Bridge Subdivision
- Site Plan of Development

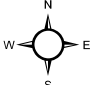
# Location Map





-  Bank Property
-  City Property

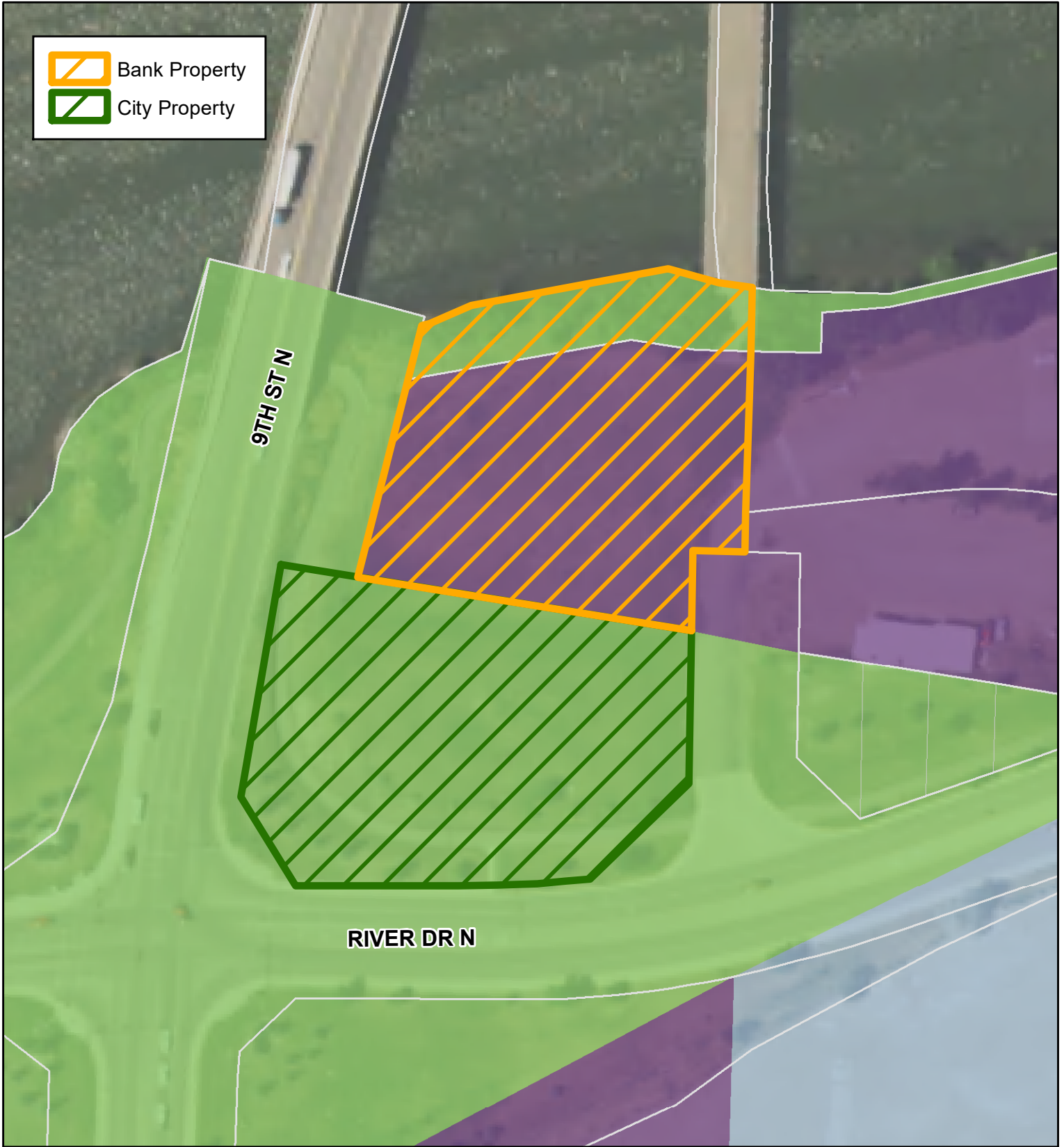
0 50 100 200 Feet




Date: 3/2/2021  
Drawn By: Planning



# Zoning Map

 Bank Property  
 City Property



 M-2 Mixed-use Transitional  
 I-1 Light Industrial  
 POS Parks and Open Space

0 50 100 200 Feet

Date: 3/2/2021  
Drawn By: Planning

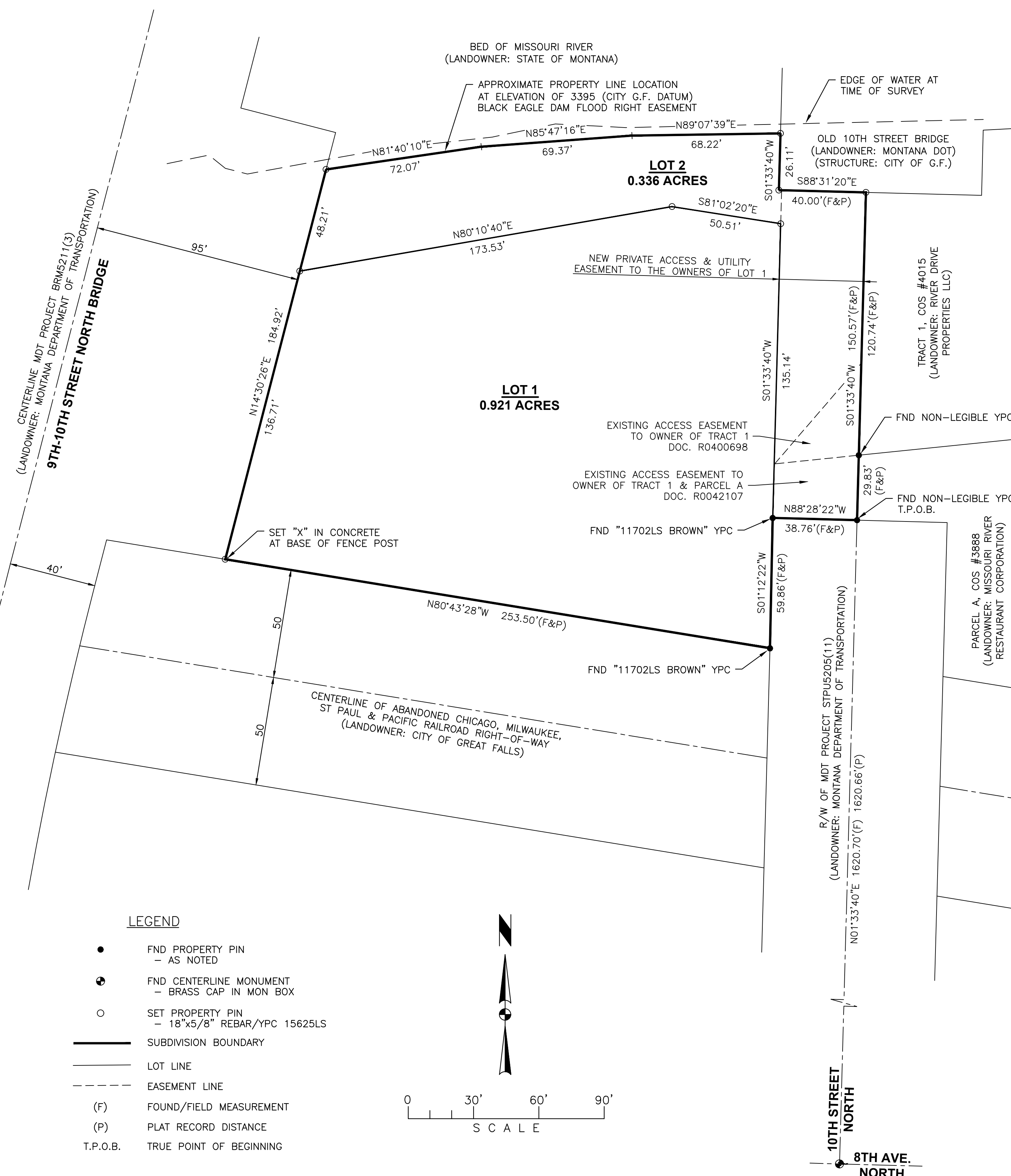


# A PLAT OF THE INDEPENDENCE BANK MINOR SUBDIVISION

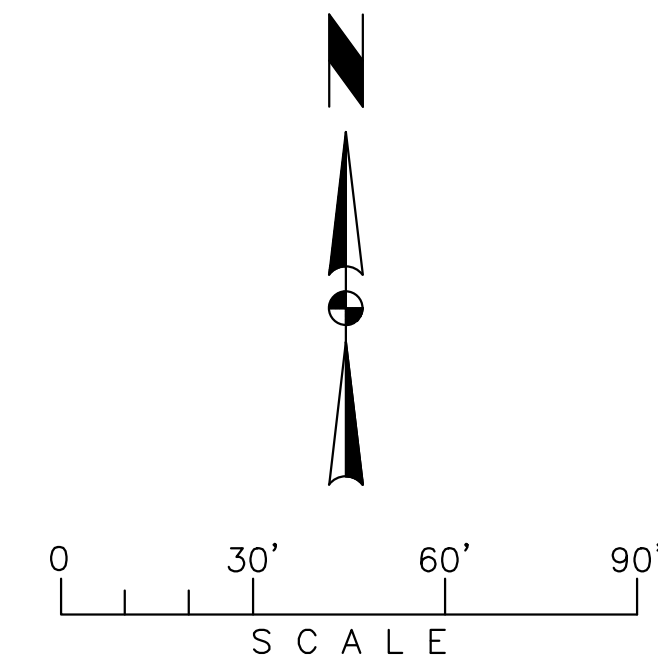
BEING TRACT 2 OF CERTIFICATE OF SURVEY NO. S-0004016, LOCATED IN GOVERNMENT LOT 5 OF SECTION 1, T20N, R3E, P.M.M., CITY OF GREAT FALLS, CASCADE COUNTY, MONTANA

LANDOWNER: INDEPENDENCE BANK

AREA OF LOTS = 1.257 ACRES  
AREA OF PARK = 0 ACRES  
AREA OF DEDICATED ROADS = 0 ACRES  
TOTAL SUBDIVISION AREA = 1.257 ACRES



- LEGEND
- FND PROPERTY PIN - AS NOTED
- FND CENTERLINE MONUMENT - BRASS CAP IN MON BOX
- SET PROPERTY PIN - 18"x5/8" REBAR/YPC 15625LS
- SUBDIVISION BOUNDARY
- LOT LINE
- EASEMENT LINE
- (F) FOUND/FIELD MEASUREMENT
- (P) PLAT RECORD DISTANCE
- T.P.O.B. TRUE POINT OF BEGINNING



### CERTIFICATE OF OWNERSHIP

I (we), the undersigned property owner(s), do hereby certify that I (we) have caused to be surveyed, subdivided, and platted into lots, blocks, and easements, the following described tract of land in the City of Great Falls, Cascade County, Montana, to-wit:  
A tract of land being Tract 2 of Certificate of Survey No. S-0004016, located in Government Lot 5 of Section 1, Township 20 North, Range 3 East, P.M.M., City of Great Falls, Cascade County, Montana, and being more particularly described as follows:  
Beginning at the centerline intersection of 10th Street North and 8th Avenue North; thence North 01°33'40" East along the centerline of 10th Street North, a distance of 1620.70 feet to the Northerly MDT right-of-way boundary line of Project STPU 5205(11), also being the Southeast corner of said Tract 2 and the True Point of Beginning; thence North 88°28'22" West along said Northerly MDT right-of-way boundary line, also being the Southerly boundary line of said Tract 2, a distance of 38.76 feet to the Southerly corner of said Tract 2, also being a point on the Westerly MDT right-of-way boundary line of said Project STPU 5205(11); thence South 01°12'22" West along said Westerly MDT right-of-way boundary line, also being the Southerly boundary line of said Tract 2, a distance of 59.86 feet to the Northerly right-of-way boundary line of the abandoned Chicago, Milwaukee, St Paul & Pacific Railroad, also being a Southerly corner of said Tract 2; thence North 80°43'28" West along said Northerly right-of-way boundary line, also being the Southerly boundary line of said Tract 2, a distance of 253.50 feet to the Easterly MDT right-of-way boundary line of Project BRM 5211(3), also being the Southwest corner of said Tract 2; thence North 14°30'22" East along said Easterly MDT right-of-way boundary line, also being the Westerly boundary line of said Tract 2, a distance of 184.92 feet to the approximate property boundary, being the Black Eagle Dam Flood Right Easement elevation of 3395 feet (City of Great Falls Datum); thence North 81°40'10" East along said Black Eagle Dam Flood Right Easement, a distance of 72.07 feet; thence North 85°47'16" East along said Black Eagle Dam Flood Right Easement, a distance of 69.37 feet; thence North 89°07'39" East along said Black Eagle Dam Flood Right Easement, a distance of 68.22 feet; thence South 01°33'40" West along said Black Eagle Dam Flood Right Easement, a distance of 26.11 feet to a point on the Northerly boundary line of said Tract 2; thence South 88°31'20" East along said Northerly boundary line, a distance of 40.00 feet to the Northeast corner of said Tract 2; thence South 01°33'40" West along the Easterly boundary line of said Tract 2, a distance of 150.57 feet to the True Point of Beginning and containing 1.257 acres, along with and subject to any existing easements.  
The above described tract of land is to be known and designated as the INDEPENDENCE BANK MINOR SUBDIVISION, City of Great Falls, Cascade County, Montana, and the lands included in all streets, avenues, and parks or public lands shown on said plat are hereby granted and donated to the use of the public forever.

### CERTIFICATE OF EXEMPTION FROM PARK DEDICATION

I (we), the undersigned property owner(s), do hereby certify that being this subdivision will only create one additional parcel, a park dedication will not be required pursuant to 76-3-621(3)(d) MCA, stating "(3) A park dedication may not be required for: (d) a subdivision in which only one additional parcel is created".

Dated this \_\_\_\_\_ day of \_\_\_\_\_, A.D., \_\_\_\_\_

INDEPENDENCE BANK  
Printed Name \_\_\_\_\_  
Title \_\_\_\_\_

State of Montana)  
: ss  
County of Cascade)

On this \_\_\_\_\_ day of \_\_\_\_\_, before me, the undersigned, a Notary Public for the State of Montana, personally appeared, \_\_\_\_\_, known to me to be the person who executed the Certificate of Ownership. IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

\_\_\_\_\_  
Notary Public for the State of Montana  
Residing at \_\_\_\_\_  
My commission expires \_\_\_\_\_

### CERTIFICATE OF PUBLIC WORKS DIRECTOR

I, Paul Skubinna, Public Works Director for the City of Great Falls, Montana, do hereby certify that I have examined the accompanying plat of the INDEPENDENCE BANK MINOR SUBDIVISION, and the survey it represents, find that same conforms to regulations governing the platting of lands and presently platted adjacent land, as near as circumstances will permit, do hereby approve the same.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
PAUL SKUBINNA, Public Works Director  
City of Great Falls, Montana

### CERTIFICATE OF CITY COMMISSION

I, Gregory T. Doyon, City Manager of the City of Great Falls, Montana, do hereby certify that the accompanying plat of the INDEPENDENCE BANK MINOR SUBDIVISION, was duly examined and approved by the City Commission of the City of Great Falls, Montana, at its regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Gregory T. Doyon, City Manager  
City of Great Falls, Montana

### CERTIFICATE OF AVAILABILITY OF MUNICIPAL SERVICES

I, Gregory T. Doyon, City Manager of the City of Great Falls, Montana, do hereby certify that the City Commission of the City of Great Falls, Montana, at its regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, found that adequate municipal facilities for the supply of water and the disposal of sewage and solid waste, are available to the above described property, namely the said facilities of the City of Great Falls, Montana, and this certificate is made pursuant to Section 76-4-125(1)(d) M.C.A., permitting the Clerk and Recorder of Cascade County, Montana, to record the accompanying plat.

\_\_\_\_\_  
Gregory T. Doyon, City Manager  
City of Great Falls, Montana

### CERTIFICATE OF GREAT FALLS PLANNING BOARD

We, the undersigned, Dave Bertelsen, Chairman of the Great Falls Planning Board, City of Great Falls, Montana, and Craig Raymond, Secretary of said Great Falls Planning Board, do hereby certify that the accompanying plat of INDEPENDENCE BANK MINOR SUBDIVISION, has been submitted to the said Great Falls Planning Board, for examination by them and was approved at its regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Dave Bertelsen, Chairman  
Great Falls Planning Board

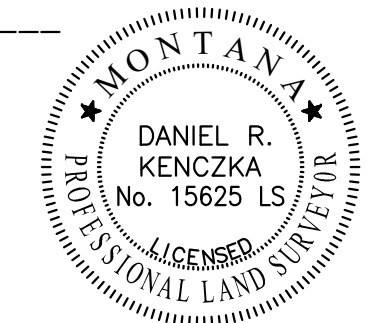
\_\_\_\_\_  
Craig Raymond, Secretary  
Great Falls Planning Board

### CERTIFICATE OF SURVEYOR

I, the undersigned, Daniel R. Kenczka, Professional Land Surveyor, Montana Registration No. 15625LS, do hereby certify that on January 27, 2021, I supervised the survey of this INDEPENDENCE BANK MINOR SUBDIVISION, and platted same as shown on the accompanying plat and as described in accordance with the provisions of the Montana Subdivision and Platting Act, Sections 76-3-101 through 76-3-614, M.C.A., and Cascade County.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, A.D., \_\_\_\_\_

\_\_\_\_\_  
Daniel R. Kenczka, Montana Reg. No. 15625LS



### CERTIFICATE OF COUNTY TREASURER

I, Diane Heikkila, County Treasurer of Cascade County, Montana, do hereby certify that I have examined the records covering the areas included in the accompanying plat of the INDEPENDENCE BANK MINOR SUBDIVISION, and find that the current taxes are not delinquent.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, A.D., \_\_\_\_\_

\_\_\_\_\_  
County Treasurer, Cascade County, Montana

BASIS OF BEARING:  
GRID NORTH, MONTANA STATE PLANE COORDINATE SYSTEM  
PURPOSE OF SURVEY:  
TO CREATE 2 LOTS FROM TRACT 2 OF CERTIFICATE OF SURVEY NO. S-0004016

TD&H Engineering logo and survey details: DRAWN BY: DRK, SURVEYED BY: KJV, DATE: 2-11-21, JOB NO: 20-040, FIELDBOOK: X, MONTANA WASHINGTON IDAHO NORTH DAKOTA

## FINDINGS OF FACT/BASIS OF DECISION – MONTANA SUBDIVISION AND PLATTING ACT

Independence Bank Minor Subdivision, Tract 2 of Certificate of Survey No. S-0004016, located in Government Lot 5 of Section 1, Township 20 North, Range 3 East, PMM, City of Great Falls, Cascade County, MT. (PREPARED IN RESPONSE TO 76-3-608(3) MCA)

### PRIMARY REVIEW CRITERIA:

**Effect on Agriculture and Agricultural Water User Facilities:** The minor subdivision is located on a parcel of land along the Missouri River between the 9th Street North Bridge and the old 10th Street Bridge. The property is currently vacant and zoned M-2 Mixed-Use Transitional. There is a sliver of Parks and Open Space zoning along the edge of the Missouri River. The parcel abuts a vacant parcel to the south which is owned by the City and proposed to be subdivided at the same time. Adjacent to the site is the Missouri River Diner and the old Falls Construction yard. Due to existing and proposed development, the proposed minor subdivision will not interfere with any agricultural irrigation system or present any interference with agricultural operations in the vicinity.

**Effect on Local Services:** The lot to be subdivided is vacant and the parcel to be created along the river will be exchanged with a parcel to the south that is being subdivided by the City. The remaining parcel is to be developed into a 3-story building for the bank with a coffee shop. The development will meet all standards of the Land Development Code as well as all standards to supply water, sewer and stormwater for the development.

The property proposed for this subdivision is also currently receiving law enforcement and fire protection service from the City of Great Falls and the subdivision does not create any negative impacts to these current services.

**Effect on the Natural Environment:** The property is considered contaminated by Montana DEQ and covenants will be placed upon the parcels to be created. The covenants will restrict development for residential use. Since the proposal is for the construction of a commercial use, the construction of the building will meet all requirements and not violate the covenants required by DEQ. The development will meet all standards for stormwater quality and quantity and must comply with all requirements for the City.

**Effect on Wildlife and Wildlife Habitat:** The subdivision is surrounded by existing development with commercial buildings to the east, open space to the south and major street systems to the south and west. This is not in an area of significant wildlife habitat beyond occasional migrating fowl.

**Effect on Public Health and Safety:** Based on available information, the subdivision does not create abnormal natural hazards nor potential man-made hazards. The subdivision will not have a negative effect on Public Health and Safety. The City is acquiring the property along the Missouri River for the express purpose of facilitating a trail connection between the 9<sup>th</sup> Street and 10<sup>th</sup> Street bridges.



**REQUIREMENTS OF MONTANA SUBDIVISION AND PLATTING ACT, UNIFORM STANDARDS FOR MONUMENTATION, AND LOCAL SUBDIVISION REGULATIONS**

The subdivision meets the requirements of the Montana Subdivision and Platting Act and the surveying requirements specified in the Uniform Standards for Monumentation and conforms to the design standards specified in the local subdivision regulations. The local government has complied with the subdivision review and approval procedures set forth in the local subdivision regulations.

**EASEMENT FOR UTILITIES**

The proposed plat will be reviewed by City Utilities Staff to determine any necessary utility easements that are needed for the future bank development.

**LEGAL AND PHYSICAL ACCESS**

Legal and physical access to the proposed subdivision is existing from the remaining right-of-way from the 10th Street Bridge which connects to River Drive North at the southeast corner of the site.



## FINDINGS OF FACT/BASIS OF DECISION – MONTANA SUBDIVISION AND PLATTING ACT

10th Street Bridge Minor Subdivision, a tract of land situated in Government Lot 5 located in Section 1, Township 20 North, Range 3 East, PMM, City of Great Falls, Cascade County, MT. (PREPARED IN RESPONSE TO 76-3-608(3) MCA)

### PRIMARY REVIEW CRITERIA:

**Effect on Agriculture and Agricultural Water User Facilities:** The minor subdivision is located on River Drive North between the 9th Street North Bridge and the old 10th Street Bridge. The property is currently open space and zoned Parks and Open Space. The parcel abuts a vacant parcel to the north which is proposed to be subdivided and developed. To the east is the remaining public right-of-way that previously connected to the 10th Street Bridge. Adjacent to the site is the Missouri River Diner and the old Falls Construction yard. Due to existing and proposed development, the proposed minor subdivision will not interfere with any agricultural irrigation system or present any interference with agricultural operations in the vicinity.

**Effect on Local Services:** The lot to be subdivided is vacant and will be a part of a land swap to allow the City to acquire a parcel along the Missouri River for a future trail connection to the 10<sup>th</sup> Street Bridge. It is currently used as open space with a portion of the River's Edge Trail running along River Drive. There is a sewer main that runs through the parcel, but the main will not be disturbed and the parcel is proposed to be used for a parking lot for the development to the north. This construction of the parking lot to cover the sewer main has been approved by the Public Works Department, and an easement for the sewer will remain to allow for any future maintenance to the main.

The property proposed for this subdivision is also currently receiving law enforcement and fire protection service from the City of Great Falls, and the subdivision does not propose any changes to the current services.

**Effect on the Natural Environment:** The property is considered contaminated by Montana DEQ and covenants will be placed upon the parcel to be created. The covenants will restrict development for residential use. Since the proposal is for the construction of a parking lot for commercial use, the construction will not be deep enough to adversely affect the soils or violate the covenants required by DEQ. The parking lot will be considered in the calculations for stormwater quality and quantity on the development parcel to the north and must comply with all requirements for the City.

**Effect on Wildlife and Wildlife Habitat:** The subdivision is surrounded by existing development with commercial buildings to the east, proposed development to the north and major street systems to the south and west. This is not in an area of significant wildlife habitat beyond occasional migrating fowl.

**Effect on Public Health and Safety:** Based on available information, the subdivision does not create any abnormal natural hazards nor potential man-made hazards. The subdivision itself will

not have a negative effect on Public Health and Safety. As noted above, the parcel being created will be accompanied by a restrictive covenant that does not allow for residential development. Although the parking spaces proposed for the parcel will be predominantly used by the proposed bank development, the parking spaces will also allow the public to have additional trail access as well as access to the repurposed 10<sup>th</sup> Street Bridge. This is a positive public health impact.

#### **REQUIREMENTS OF MONTANA SUBDIVISION AND PLATTING ACT, UNIFORM STANDARDS FOR MONUMENTATION, AND LOCAL SUBDIVISION REGULATIONS**

The subdivision meets the requirements of the Montana Subdivision and Platting Act and the surveying requirements specified in the Uniform Standards for Monumentation and conforms to the design standards specified in the local subdivision regulations. The local government has complied with the subdivision review and approval procedures set forth in the local subdivision regulations.

#### **EASEMENT FOR UTILITIES**

The proposed plat will be reviewed by City Utilities Staff to determine any necessary utility easements. As noted above, the existing sanitary sewer main will be protected with an easement allowing City access.

#### **LEGAL AND PHYSICAL ACCESS**

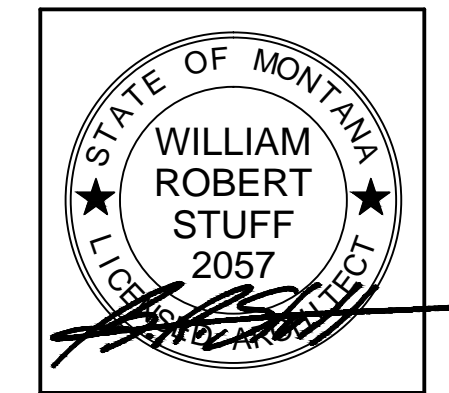
Legal and physical access to the proposed subdivision is existing from the remaining right-of-way from the 10th Street Bridge which connects to River Drive North at the southeast corner of the site.

ZONING REQUIREMENTS			
LEGAL DESCRIPTION:			
ZONING & LAND USE:			
"M-2" - MIXED USE TRANSITIONAL			
PROPERTY ADDRESS:			
1001 RIVER DRIVE NORTH			
LOT ACREAGE:			
1.221 ACRES OR 53,207 SF			
BUILDING SQ.FT.:			
	OCCUPIED	UN-OCCUPIED	TOTAL
MAIN FLOOR	5,097 SF	505 SF	5,602 SF
SECOND FLOOR	4,370 SF	1,232 SF	5,602 SF
THIRD FLOOR	5,097 SF	505 SF	5,602 SF
TOTAL	14,564 SF	2,242 SF	16,806 SF
BUILDING COVERAGE.:			
5,602 SF DIVIDED BY 53,207 SF = 0.105 or 10.5 %			
SETBACKS:			
	REQUIRED	ACTUAL	
FRONT YARD SETBACK:	NONE		
SIDE YARD SETBACK:	5'-0"		
REAR YARD SETBACK:	10'-0"		
SIDE YARD SETBACK:	5'-0"		
PARKING REQUIREMENTS:			
REQUIRED:			
BANKS	1 STALL PER 300 GROSS SF		
OCCUPIED SF	14,564 SF DIVIDED BY 300 = 37 STALLS		
GROSS SF	16,806 SF DIVIDED BY 400 = 42 STALLS		
PROVIDED:	OCCUPIED SF	GROSS SF	
STANDARD PARKING STALLS	42		
ACCESSIBLE PARKING STALLS	4		
TOTAL PARKING STALLS	46		
LANDSCAPE REQUIREMENTS:			
REQUIRED:	15% (0.15) OF TOTAL LOT AREA		
REQUIRED	53,207 SF x 0.15 = 7,981 SF		
PROVIDED:	TOTAL LANDSCAPE AREA 17,933 SF		
	17,933 SF DIVIDED BY 53,207 = 0.337 OR 33.7 %		

- ### GENERAL NOTES
1. ACTUAL FINISHED FLOOR OF PROPOSED BUILDING TO BE 100.0'
  2. SEE ALL DRAWINGS FOR INFORMATION RELATING TO SITE DEVELOPMENT, SITE GRADING, SITE UTILITIES, ASPHALT PAVING, CONCRETE CURBS & APRONS, CONCRETE DRIVES, AND CONCRETE SIDEWALKS, ETC.
  3. SEE MECHANICAL & ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION
  4. ALL CONCRETE CURB-CUTS, CURBS & APRONS, SIDEWALKS, AND DRIVES TO MEET THE MDT & CITY OF GREAT FALLS BUILDING STANDARDS.
  5. ALL FINAL PARKING LOT STRIPPING TO BE COORDINATED WITH OWNER PRIOR TO APPLICATION.
  6. SEE STRUCTURAL DRAWINGS & SPECIFICATIONS FOR CONTROL JOINT & EXPANSION JOINT LOCATIONS IN NEW CONCRETE SITE ELEMENTS.

LEGEND	
	ASPHALT PAVING
	LANDSCAPE - INSIDE PROPERTY
	LANDSCAPE - OUTSIDE PROPERTY

**FUSION | architecture + design**  
 Great Falls, Montana 59404  
 E-Mail: bill@fusion-and.com  
 1922 Cherry Drive  
 P. 406 | 315-3618



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Drawings, specifications and other documents, including those in electronic form, prepared by the Architect and the Architect's consultants are Instruments of Service for use solely with respect to this Project. The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service and shall retain all common law, statutory and other reserved rights, including copyrights.

**INDEPENDENCE BANK  
BRANCH OFFICE BUILDING**  
**GREAT FALLS, MONTANA**

Project Info.	
Project No.	19FAD38
Date	Feb. 22, 2021
Revisions	
Drawn By	WRS

Sheet Title  
overall site plan

Sheet Number  
**A1.00**



**OVERALL SITE PLAN**  
SCALE: 1/16" = 1'-0"  
0 2 4 8 16 32

