



## COMMUNITY PLANNING, DEVELOPMENT & INNOVATION

Development Services Division

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August 16<sup>th</sup>, 2022

Joe Dehnert  
IMEG Corp.  
1817 South Avenue W  
Missoula, MT 59801

### **Re: West End Homes Annexation, Zoning, and Subdivision 2<sup>nd</sup> Sufficiency Review**

Dear Joe Dehnert,

Development Services received your application packet for the above subdivision for 1<sup>st</sup> Sufficiency review on July 26<sup>th</sup>, 2022. This start date was provided in the agency email send by IMEG. The sufficiency review deadline is August 16<sup>th</sup>, 2022. **Development Services cannot certify your application packet as sufficient for governing body review.**

Below is a summary of the deficiencies. Please address the items listed below, then submit only the updated sections of the application packet with a new cover page clearly titled as 3<sup>rd</sup> Sufficiency Review, and include the date submitted. Please submit the amended sections as PDFs and provide a replacement paper copy of only sections that are amended. The amended materials will only need to be provided to the agencies indicated in the attached agency mailing list.

## **SUFFICIENCY ITEMS**

### **General**

- In order to deem the packet sufficient, the BLR must be filed and all legal descriptions throughout the packet updated (including Title page). I identified the following documents which require an updated legal description and/or C.O.S. #: However, review the full packet to ensure none have been missed.
  - Project Summary
  - Subdivision Application
  - Variance request
  - Annexation Petition
  - C.O.S./Prior subdivision history – update with the filed C.O.S.
  - Water and Sanitation Report

### **Section A**

#### **Variance**

- Page 3: update the legal description (COS #) upon filing the BLR.
- The lot numbers were reorganized on the plat. For the first variance, the old lot number assignments are referenced. Update the variance request to reflect the new lot numbers fronting the open space.

#### **Preliminary Plat / Master Site Plans**

- Proposed street names have been added to all documents except for the preliminary plat. Add road names to the plat for consistency throughout the packet. Ensure the updated plat is swapped out in Section D of the packet as well.

- Preliminary Plat page 2 – lot 33 no longer shows the measurement information along the corner of England and Dougherty. Add the measurement back to the plat.
- Preliminary Plat page 6 – lot widths were removed with this submittal for lots 125 and 126. Show the lot width on the property line abutting the street.
- Preliminary Plat page 7 – the lot length call-out was removed for lot 136. Lot 149 is missing the southeast property line length and the callout for the south west property line curve was removed. Place the dimensions back on the plat. Lot lengths were removed from Lots 151 – 154. Add the measurements back to the plat or make it clear that Lot 151 is the same length as the other lots to the east. The L = 0.2” callout is confusing to viewers without the other length measurement on Lot 151.
- Preliminary Plat page 8 – the length measurements for the curve of OP #2 and Lot 155 were removed with this submittal. Add the measurements back to the plat.
- Preliminary Plat page 9 – add lot dimensions to OP #3. They were removed with this submission. Lot widths for lots 182 through 193 must also be shown.
- Preliminary Plat pages 9 and 10 – The 8’ public access easement north of the property for the northern rear lane is still shown incorrectly as 10’ on the preliminary plat. Correct inconsistency.
- Master Site Plan – The table on sheet 1 of 3 “Street Atlas” incorrectly shows the road width of the neighborhood collector. However, typical section A on sheet 2 of 3 shows the correct road width. Correct this inconsistency.
- Master Site Plan – Sheet 1 of 3 “Street Atlas” still shows “Road E” for Tansy Lane. Correct inconsistency.

## **Section C**

### **Covenants HOA**

- Once the BLR has been filed, update the legal description.
- Under “Land Use and Building Type” it states that all architectural restrictions will adhere to building and fire code for Missoula County. This should say “Missoula City”.

## **Section D**

### **Geotech Report**

- The executive summary at the beginning does not describe the accurate number of lots, open spaces, and roads. Correct this inconsistency. This was not updated with the most recent submittal. Staff understand this was prepared by a consultant and likely cannot be updated on the actual document. Rather than updating the executive summary, please attach a cover page to the geo tech report from your office that states the project has changed slightly overtime, list the new number of lots, open spaces, and roads. An update to the actual report will be required prior to final plat as a condition of approval, but a small narrative from your office will be adequate for sufficiency review.

### **Grading, Drainage, and Road Plans**

- Typical sections do not show separation geotextile under the sidewalks as indicated in the Geotech report (Section 8.2.3).

## NEW CONDITIONS

*The following items will result in conditions if they are not corrected during sufficiency. Generally, conditions from the last letter were not repeated below, though some are still applicable as addressed in your response letter. Several items below are notices. The notes below do not reflect the final condition language and does not include all conditions that will be required of the subdivision.*

### Preliminary Plat / Master Site Plan

- The easement (sewer & water) in OP #3 must be 32' wide. The easement (sewer) in OP #2 must be 20' wide per Engineering.
- The 1' no access strip was provided on the front of all lots as requested. However, it must also be shown on the street sides of lots.

### Covenants HOA

- Engineering has indicated additional maintenance for the bioswales will be necessary to ensure they are operating properly. Planning, Engineering, Storm Water, and Parks will discuss what maintenance provisions must look like for the bioswales, and will update you with guidance for meeting this condition.

### Geotech Report

- As referenced above, an updated accurate Geotech report prior to final plat will be a condition of approval.

### Utility Construction Plans

- Domestic water service, irrigation water service, and electrical service to the park were not added to the plans. Engineering and Parks and Rec staff have indicated that this can be covered by conditions, and is not a necessary part of the application at this time due to the BUILD Project.

### Additional Parks Comment

- The south side of England boulevard and portions of the north side do not show street trees. Additionally, there are conflicts between utility placement and boulevard trees. A full compliant boulevard landscaping plan, reviewed and approved by Parks and Rec, will be a condition of approval prior to final plat. More detail on soil and vegetation type for the bioswales will be required. Nathan McLeod and Marie Boggess from Parks and Rec will be putting together a guidance document of where trees should be prioritized.

### Missoula Water Quality District (Health Department)

- Per Elena Evans comment, high ground water is a concern in this area and recent years have been average or below average. Throughout the phasing of the subdivision, conditions may change due to the Grant Creek realignment/restoration project. Staff intend to condition that basements are not permitted unless a basement study is completed showing basements can be safely developed.

When you are ready to submit your updated materials, please direct them to the attention of Cassie Tripard. If you have any additional questions, you may reach me at (406) 552-6673 or email me at [TripardC@ci.missoula.mt.us](mailto:TripardC@ci.missoula.mt.us).

Sincerely,

*Cassie Tripard*

Cassie Tripard, Planning Supervisor  
Development Services  
Community Planning, Development, & Innovation

cc: Dave DeGrandpre, CPDI  
Mary McCrea, CPDI  
Eran Pehan, CPDI  
Walter Banziger, CPDI  
Troy Monroe, PW&M  
Steve Reichert, PW&M  
Nathan McLeod, Parks & Rec