



September 2, 2020

Cassie Tripard
City of Missoula
Development Services
435 Ryman Street
Missoula, MT 59802

Re: Trinity Mullan Subdivision – Second Element Review

Dear Cassie:

This letter addresses and responds to comments received from the City of Missoula in a letter dated August 21, 2020, regarding our subdivision application for Trinity Mullan Subdivision. Below are the original comments from the City of Missoula (in **bold font**); each is followed by a response from WGM Group (WGM).

General

Provide all the information required under City Subdivision regulations Article 5, Sections 5- 010 and 5-020 and provide answers to all questions consistently from one section to the next, and address all applicable subdivision design standards in Article 3 of the City Subdivision regulations. Please include the following items:

- a. Include a plat map of COS 4878.**
Please see Section 2.
- b. Provide a proposed typical street section exhibit to show the proposed improvements to Maple Street.**
The Street Sections Exhibit has been updated and is included with the Preliminary Plat in Section 2.
- c. Label the bike lanes for Mullan Road in the Existing Typical Street Sections Exhibit in Section 5.**
The Street Sections Exhibit has been updated and is included with the Preliminary Plat in Section 2.
- d. Article 5-020.12.C states that the approximate location of the nearest gas lines, electric, cable TV, telephone lines, and street lights must be shown in the utility plan.**
See updated Utility Map in Section 5.

Preliminary Plat

Provide all applicable information required under City Subdivision regulations Article 5, Section 5-010 and applicable preliminary plat supplements under Article 5, Section 5-020 while addressing all applicable subdivision design standards in Article 3 of the City Subdivision regulations. Include the following items:

- a. Correct the access easement across the Dollar-Rent-A-Car lot to match the required 10 foot minimum width for neighborhood**

connector trails found in Article 3-020 Table.14A. The minimum is 10 feet but Parks and Recreation Staff recommends 12 feet if possible. The trail does not have to be centered on the easement.

Please see the Dollar Rent A Car Easement document and exhibit in Section 6.

- b. Per our meeting on Friday 8/14/2020, you intend to place a utility easement where the angled path across the Dollar-Rent-A-Car parcel is. If this is true, show the easement on the plat.**
- c. Please see the Dollar Rent A Car Easement document and exhibit in Section 6. Show the retention pond on the plat within a storm water easement.**
The storm water design has been updated and the storm water easement is no longer necessary. Please see the updated Preliminary Plat in Section 2 and the updated storm water report in Section 6.
- d. Under the SID statement, replace “streets within the subdivision” with the specific street names; “Mullan Road, West Broadway, and Maple Street”.**
Please see updated Preliminary Plat in Section 2.
- e. Per our meeting, the access easement from Maple Street to West Broadway is only for pedestrian access. The easement on the plat appears to include vehicular access and follows the existing infrastructure, connecting to Lot 2. The easement should be placed in the location proposed on the site plans we reviewed in the post and clarify that it is a pedestrian public access easement.**
Please see the new detail on Page 3 of the updated Preliminary Plat in Section 2.

Subdivision Application

Provide all applicable information required under City Subdivision regulations Article 5, Section 5-020 while addressing all applicable subdivision design standards in Article 3 of the City Subdivision regulations. Include the following items:

- a. Subdivision Application, under item 5, mark “yes”.**
Please see the updated Subdivision Application in Section 3.
- b. Subdivision Application, under item I., include COS 4878 and any other maps related to the parcel history with the application packet.**
Please see documents related to parcel history in Section 2.
- c. Subdivision Application, under item I., the existing conditions map does not state the land use of the parcel. Add this to the map.**
Please see updated Existing Conditions Map in Section 2.
- d. Subdivision Application, under item K.4.b.ii, there is no attached Declaration of Covenants. Covenants may not be necessary because there are no common areas or shared facilities per Dave DeGrandpre’s email, 7/24/2020. Revise this section to describe any proposed measures to minimize or mitigate conflicts between residents and wildlife, if any. Attach a Declaration of Covenants if one exists or is proposed. Revise other parts of the application referencing covenants for consistency, for example the Vegetation and Riparian Resource Areas section of the Project Summary.**

Please see Section 7 for a draft version of the Declaration of Covenants.

- e. Subdivision Application, under item K.5.a, include a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to public health and safety as it applies to the Air Stagnation Zone.**

Please see the updated Subdivision Application in Section 3.

- f. Subdivision Application, under item K.6.a.4.A, include a copy of the cited sections of**

Trip Generation: An ITE Informational Report with the application packet.

Please see the ITE Information Report in Section 6.

- g. Subdivision Application, under item K.6.a.5.A, revise to direct to specific maps and exhibits in Sections 2 and 5. The required information is split up between different exhibits though the response does not specify where to find all of the information. Provide all of the required information for Lot 2, not just Lot 1. You may want to combine this information and place it on a few maps rather than many.**

Please see updated Subdivision Application in Section 3.

- h. Subdivision Application, under item K.6.a.5.B, provide a road section reflection the proposed improvements to Maple Street.**

Please see updated Subdivision Application in Section 3 and the cross section sheet attached to the Preliminary Plat in Section 2.

Variance

Please see the revised variance request provided with this letter.

Please see updated Variance Request in Section 4.

Other (sufficiency review)

The following items are not required for element review. However, addressing these items now will speed up the process once we reach sufficiency review. Please let us know if you would like to schedule a meeting to clarify the requested items.

- a) Under 2.0 Design Criteria in the Stormwater Summary, capitalize “City” in the first sentence. Correct “design” to “designed” in the third line on this section. Capitalize “City” in the second to last line of this section.**

Please see updated Stormwater Report in Section 6.

- b) Label the bike lanes for Mullan Road in the Existing Typical Street Sections Exhibit in Section 5. Your application states there are bike lanes on Mullan Road.**

The Street Sections Exhibit has been updated and is included with the Preliminary Plat in Section 2.

Project Summary (sufficiency review)

Provide all applicable information required under City Subdivision regulations Article 5, Section 5-020 and Subdivision Application Section H.

Project Summary. A narrative is required in the Subdivision Section K, 1 through 6 that identifies the adverse impacts and describes proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts. The Project Summary includes inconsistencies with other sections of the submittal packet, and missing answers or information include, though are not limited to, the following items:

- a. Clarify which parties are the developer, architect, and representative.**
Please see the updated Project Summary in Section 1.
- b. State that a Riparian Resource Management Plan will not be required because there is no riparian vegetation on the parcel.**
Please see the updated Project Summary in Section 1.
- c. Revise the project summary to include language stating the City has a project planned to improve Maple Street and will be contributing to the cost of improvements. Remove language regarding the Missoula Redevelopment Agency. See revised variance request for additional information and communicate with Heather.**
Please see the updated Project Summary in Section 1.
- d. Revise the section regarding the public access easement from the site to Broadway to reflect standards for a neighborhood connector trail found in Article 3-020 Table .14 A.**
Please see the updated Project Summary in Section 1.
- e. Add language to the parking section regarding the parking calculations for Lot 2. Reference the parking study and state the total number of spaces available after the 26 spaces are removed.**
Please see the updated Project Summary in Section 1.
- f. Remove the language in Variance 1 regarding cost as a hardship and replace with language stating that dedication of additional right-of-way and improvements are not possible due to the location of the irrigation ditch.**
Please see updated Variance in Section 4.
- g. Revise the language in Variance 2 to reflect the improvements to the north side of Maple Street. Insert language regarding the planned City project and the City's contribution to the cost of the project. Remove language regarding Missoula Redevelopment Agency.**
Please see updated Variance in Section 4.

Subdivision Application (sufficiency review)

Provide all applicable information required under City Subdivision regulations Article 5, Section 5-020 while addressing all applicable subdivision design standards in Article 3 of the City Subdivision regulations. Include the following items:

- a. Subdivision Application, under item D, provide this table:

	Zoning	Existing Land Use
Adjacent (North)	M1-2/DE-C Limited Industrial / Design Excellence Corridor Typology 3	Office, Light Equipment Sales/Rentals
Adjacent (South)	C2-4 Community Commercial	Single Dwelling Residential, Office, Medical Office, College, Retail
Adjacent (East)	M1-2 Limited Industrial and C2-4/DE-C Community Commercial Design Excellence Corridor Typology 3	Light Equipment Sales/Rentals, Retail
Adjacent (West)	M1R-2 Limited Industrial-Residential	Medical Office

Please see updated Subdivision Application in Section 3.

- b. Subdivision Application, under item D.2.a, provide the full zoning district name, M1R-2 Limited Industrial-Residential.

Please see updated Subdivision Application in Section 3.

- c. Subdivision Application, under item 8, revise the language to align more closely with the Growth Policy. Keep what you have already stated but add the following to the beginning; "The Regional Commercial and Services land use designation accommodates those uses with special or extensive land use needs and impacts. The proposed subdivision is zoned M1R-2 which is one of the zoning districts corresponding to the Regional Commercial and Services land use designation. Multi-dwelling and commercial uses are permitted in the M1R-2 zoning district."

Please see updated Subdivision Application in Section 3.

- d. Subdivision Application, under item I., the existing conditions map does not state the land use of the parcel. Add this to the map.

Please see updated Existing Conditions Map in Section 2.

- e. Subdivision Application, under item K.3.e.iv, include the ditch name and approximate size. Describe the proximity of the proposed Trinity building to the ditch.

Please see updated Subdivision Application in Section 3.

- f. Subdivision Application, under item K.3.f.ii, revise to state the existing conditions map is in Section 2 of the application packet.

Please see updated Subdivision Application in Section 3.

- g. Subdivision Application, under item K.6.a.ii, include language regarding the subdivision standards for a neighborhood

connector trail (Article 3-020 Table .14A) for the pedestrian path through the Dollar-Rent-A-Car site. Include language about the existing sidewalk on the Maple Street. Broadway does not have a bike lane as stated in the table in K.6.a.iv. It includes a wide shoulder which can be used by bicyclists. Correct this.

Please see updated Subdivision Application in Section 3.

- h. Subdivision Application, under item K.6.a.iii, please provide distances to the nearest school bus stops. Have there been discussions to provide a new school bus stop closer to the subdivision?**

Please see updated Subdivision Application in Section 3.

- i. Subdivision Application, under item K.6.a.iv, state the maximum grade even if no modifications are proposed to the existing road grade. Revise the table to show proposed improvements to Maple Street. Please reference the revised variance request for more information.**

Please see updated Subdivision Application in Section 3.

- j. Subdivision Application, under item K.6.a.4.B, revise to include information about the improvements to Maple Street. Describe how the project will impact each street including Maple Street and Birch Street.**

Please see updated Subdivision Application in Section 3.

- k. Subdivision Application, under item K.6.a.4.C, include information about the proposed improvements to the north side of Maple Street. Talk to Heather and see revised variance request for more information.**

Please see updated Subdivision Application in Section 3.

- l. Subdivision Application, under item K.6.a.5.A, revise to direct to specific maps and exhibits in Sections 2 and 5. The required information is split up between different exhibits though the response does not specify where to find all of the information. Provide all of the required information for Lot 2, not just Lot 1.**

Please see updated Subdivision Application in Section 3.

- m. Revise K.6.a.5.C to say "N/A". There are improvements proposed.**

Please see updated Subdivision Application in Section 3.

- n. Subdivision Application, under item K.6.a.6.B, include the proposed grades of all streets or state where this information is located.**

Please see updated Subdivision Application in Section 3.

- o. Subdivision Application, under item K.6.a.6.D, revise to say "Please see the Slope Map Exhibit located in Section 2."**

Please see updated Subdivision Application in Section 3.

- p. Subdivision Application, under item K.6.a.8, correct the narrative to say Mullan Road is a minor arterial road. Revise to include information about the proposed improvements to the north side of Maple Street. See the revised variance request.**

Please see updated Subdivision Application in Section 3.

- q. Subdivision Application, under item K.6.a.9.c.i, revise to say the water main that bisects Lot 1 will be relocated and the**

new development will be served by a service line. Include a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to water supply, or state there are no identified adverse impacts if true.

Please see updated Subdivision Application in Section 3.

- r. Subdivision Application, under item K.6.a.9.c.iv, state that the water supply is sufficient to meet the needs of the anticipated final populations of the subdivision, if true.**

Please see updated Subdivision Application in Section 3.

- s. Subdivision Application, under item K.6.a.9.d., provide a narrative that identifies the adverse impacts and described proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts regarding sewage disposal, or state there are no identified adverse impacts if true.**

Please see updated Subdivision Application in Section 3.

- t. Subdivision Application, under item K.6.a.9.d.ii, state the distance from the proposed development boundary to the nearest public sewage system.**

Please see updated Subdivision Application in Section 3.

- u. Subdivision Application, under item K.6.a.9.d.iii.1, include the approval letter from the City Sewer Service Review Committee once received.**

This project is already annexed into the City of Missoula. An approval letter from the City Sewer Service Review Committee is not necessary. An Intent to Serve letter has been provided in Section 6.

If you have any questions please reach out to us, 406-728-4611 or jerbacher@wgmgroup.com.

Sincerely,
WGM Group, Inc.


Jamie Erbacher
LAND USE PLANNER

AV:je

Encl.