



**MEMORANDUM**

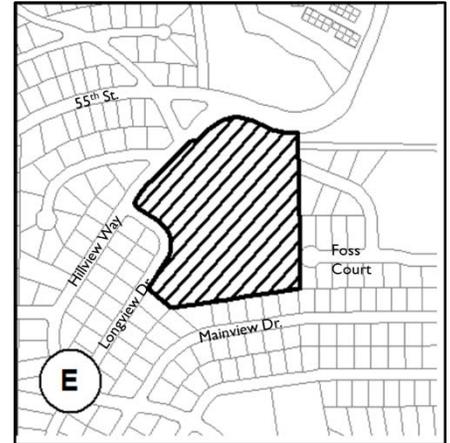
TO: Gordy Hughes, Fire Department  
Mike Brady, Police Department  
Elizabeth Erickson, Parks Department  
Jim Nugent, City Attorney  
Jane Kelly, Neighborhood Coordinator

CC: John DiBari and Jon Wilkins, City Council Ward 4  
Julie Armstrong and Annelise Hedahl, City Council Ward 5  
Moose Can Gully Neighborhood Council

FROM: Ana Aronofsky, Planner

DATE: December 27<sup>th</sup>, 2016

RE: Board of Adjustment Public Forum



Missoula Development Services staff is currently drafting a staff report on the public hearing identified below. The Missoula City Board of Adjustment respectfully requests input from your agency. If you have "no comment," please indicate that below so the Board will know you are not concerned with the proposed project. This is an informational item only and does not require a decision of approval by the Board.

A public forum for Chief Charlo Elementary School to replace an existing manual readerboard sign with a dynamic (electronic) sign on the school grounds located at 5600 Longview, in the City of Missoula.  
SEE MAP E.

- o To view the applicant's complete proposal, please see the following:  
[www.ci.missoula.mt.us/PrivateProjects](http://www.ci.missoula.mt.us/PrivateProjects)

COMMENTS:

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Deadlines for printing and mailing necessitate that we receive your comments by **Friday, January 13<sup>th</sup>, 2017**. The public hearing will be held **Wednesday, January 25<sup>th</sup>, 2017**, at 7:30 p.m. in the Missoula City Council Chambers located at 140 W. Pine St, Missoula, MT. If you have any questions regarding this request, please feel free to contact Ben Brewer at 552-6052 or [bbrewer@ci.missoula.mt.us](mailto:bbrewer@ci.missoula.mt.us)

*Any comments you submit will be greatly appreciated. Thank you.*

## **REVIEW CRITERIA FOR CONDITIONAL USES**

### **Per Missoula Zoning Code, Section 20.85.070 H:**

1. Conditional use applications may be approved by the City Council only when they determine that the review criteria listed below, as applicable, have been satisfied. All of the applicable review criteria must be addressed in the City Council's findings of fact in support of their decision.

*Commentary: Not all review criteria will apply in every case. Only the applicable review criteria need to be met.*

2. Uses that require conditional use approval may be approved by the City Council when they determine that the proposed use:
  - a. complies with all applicable standards of this zoning ordinance;
  - b. is in the interest of the public convenience and will not have a significant adverse impact on the general welfare of the neighborhood or community;
  - c. is compatible with the character of the surrounding area in terms of site planning, building scale and project design;
  - d. has operating characteristics that are compatible with the surrounding area in terms of hours of operation, outdoor lighting, noise, and traffic generation; and
  - e. will not have a significant adverse impact on traffic safety or comfort, including all modes of transport (non-motorized and motorized).

## **FACTORS TO BE CONSIDERED**

### **Per Missoula Zoning Code, Section 20.85.070 I:**

In determining whether all applicable review criteria have been satisfied, the City Council may specifically consider the following factors:

1. that new buildings and structures are located to create a positive relationship with their environment, both urban and natural;
2. that the site design properly addresses building orientation, open space, light, sun exposure, views and protection of natural features;
3. that buildings, structures and uses are compatible with adjacent properties and uses in terms of physical design elements such as volume and mass management, building materials, color, open space design, screening, any applicable use-specific standards and any other design elements considered important by the City Council;
4. that the overall project will be functional, attractive and safe in terms of pedestrian, bicycle and vehicular access, parking, loading, and servicing; and
5. agency and public testimony.