



City of Helena  
Pre-Application Information Form

DATE RECEIVED:

**RECEIVED**  
By April Sparks at 4:24 pm, Feb 08, 2023

Please fill out this form as best you can and return to the City Planning Office **five (5) days prior** to your pre-application meeting. If you have any problems filling out this form, please call the City Planning Office at 447-8490 and we will be happy to assist you.

**PLEASE CHECK ONE:**       **SUBDIVISION**       **NON-SUBDIVISION**

1. Name of Applicant: Peter Baker and Rick Ahmann  
Name of Property Owner (if different): Allen J Ahmann Trust  
Address/City/State/Zip: PO Box 1234, Helena, MT 59624  
Email: rick@ahmannbrothers.com      Primary Phone: 406-459-3111 (Rick)

Secondary Phone: 206-818-5029 (Pete)  
2. Contact person: Chris Davidson, AIA      Primary Phone: 253-337-1022  
Email: cdavidson@jcrcollective.com      Secondary Phone: \_\_\_\_\_

3. Legal Description and general location: Nob Hill Subdivision - NE Corner of Cabernet and Chianti.  
NOB HILL SUBD, S03, T09 N, R03 W, BLOCK 5, Lot 3 & NOB HILL SUBD, S03, T09 N, R03 W, BLOCK 5, Lot 4  
**Please provide a general vicinity map, showing existing streets, north arrow and the proposed location of the site.**

4. Describe land use proposal (CUP, zone change, etc.): Project proposal is to develop (2) walk-up style apartment buildings. Building type 1  
has 12 units and Building type 2 has 14 buildings. Parking will be provided for 28 vehicles.

5. What, if any, is the existing zoning? B-2 General Commercial District

6. Do you plan to hire an engineer? Yes  No  Do you plan to hire a surveyor? Yes  No

7. Are you aware of any site conditions that may affect development? None at this time

8. Describe proposed water and sewer system: (Ex) water meters located along Cabernet Dr one for each lot.  
Sewer hookups located off of undeveloped alley to the north of the site.

9. Describe proposed streets/access: Provide single curb cut off of Cabernet Dr to access property parking area

10. Do you intend to apply for a variance? No

11. Describe drainage provisions (if applicable): Propose to add bio-swale at low point of site in the NE corner of the site.

**For Subdivision Pre-Application Conference, please complete the following additional information:**

12. Name of proposed subdivision: \_\_\_\_\_

13. Number and size of lots: \_\_\_\_\_ approximate size of subdivision: \_\_\_\_\_

14. How do you intend to meet the park dedication requirement?  cash donation  park dedication  
 Combination  n/a

**Please include a sketch of the proposed subdivision showing the layout of the existing streets in relation to the site.**

## SUBDIVISION PRE-APPLICATION CONFERENCE

- A. Prior to submitting a preliminary plat application, a subdivider for a subdivision must consult with the Planning division of the Community Development Department to become familiar with the City's subdivision application requirements and review process. The subdivider must attend a pre-application meeting prior to submitting a subdivision application or resubmitting a previously submitted subdivision application that has material changes or amendments made by the subdivider after the original application has been determined by the City to contain required elements and sufficient information.
- B. The pre-application meeting will be scheduled within thirty (30) days after the subdivider submits a written request for a pre-application consultation and submits the pre-application materials to the City.
- C. To be considered for review, a subdivision application must be submitted within one hundred eighty (180) days of the pre-application meeting consultation. If an application is not submitted within that time frame, the subdivider must request a new pre-application consultation prior to submitting the subdivision application.
- D. In order to make the pre-application consultation productive, the subdivider should provide as much of the following information as possible:
- 1. Names and addresses of the subdivider and the owner of the property proposed to be subdivided;
  - 2. Name of proposed subdivision;
  - 3. Location of the property to be subdivided;
  - 4. Existing zoning of the property to be subdivided;
  - 5. Number and size of proposed subdivided lots;
  - 6. Size of the proposed subdivision;
  - 7. Name and contact information for any engineer or surveyor that have been retained;
  - 8. Proposed water and wastewater systems;
  - 9. Nearest existing water and wastewater mains to the property and type, size, and location of existing wastewater treatment facilities, including septic systems;
  - 10. Proposed streets;
  - 11. Whether the subdivider intends to apply for a zone change, zoning variance, or subdivision regulation variance;
  - 12. Description of any physical and environmental site conditions on the property;
  - 13. Stormwater drainage system;
  - 14. Proposed special improvement or maintenance districts;
  - 15. Proposed park land dedication;
  - 16. Legible drawing of the proposed subdivision showing layout of existing streets in relationship to proposed improvements and topography of the tract, if possible (drawing does not need to be to scale);
  - 17. A general vicinity map showing existing streets and north arrow;
  - 18. Existing structures on the property;
  - 19. Existing easements and right-of-ways on the property;
  - 20. Existing and proposed covenants or deed restrictions;
  - 21. Water rights, including the name of owner(s), amount of water by flow rate or volume, date of priority of the right, purpose of use, place of use, and place and means of diversion;
  - 22. Types and locations of agricultural water facilities; and
  - 23. Analysis on how the proposed subdivision complies with the City Growth Policy.

## **Applicable Laws and Regulations**

The following are state laws, local regulations, Growth Policy provisions and other documents that may apply to the subdivision review process; this is for informational purposes only per MCA 76-3-504 (1)(q)(ii):

- Montana Code Annotated: including but not limited to Title 76 – Chapter 3
- Administrative Rules of Montana: including but not limited to Title 8, Chapter 94, Sub-chapter 30
- City of Helena City Code: including but not limited to Title 6 Public Utilities  
Title 7 Public  
Ways Title 11  
Zoning, and  
Title 12 Subdivision Regulations
- 2011 City of Helena Growth Policy
- Greater Helena Area Transportation Plan – 2004 Update
- 2011 City of Helena Comprehensive Parks, Recreation, and Open Space Plan
- City of Helena Engineering Standards
- South Hills Planning Study – 1985
- Helena West Side Infrastructure Study – 2001

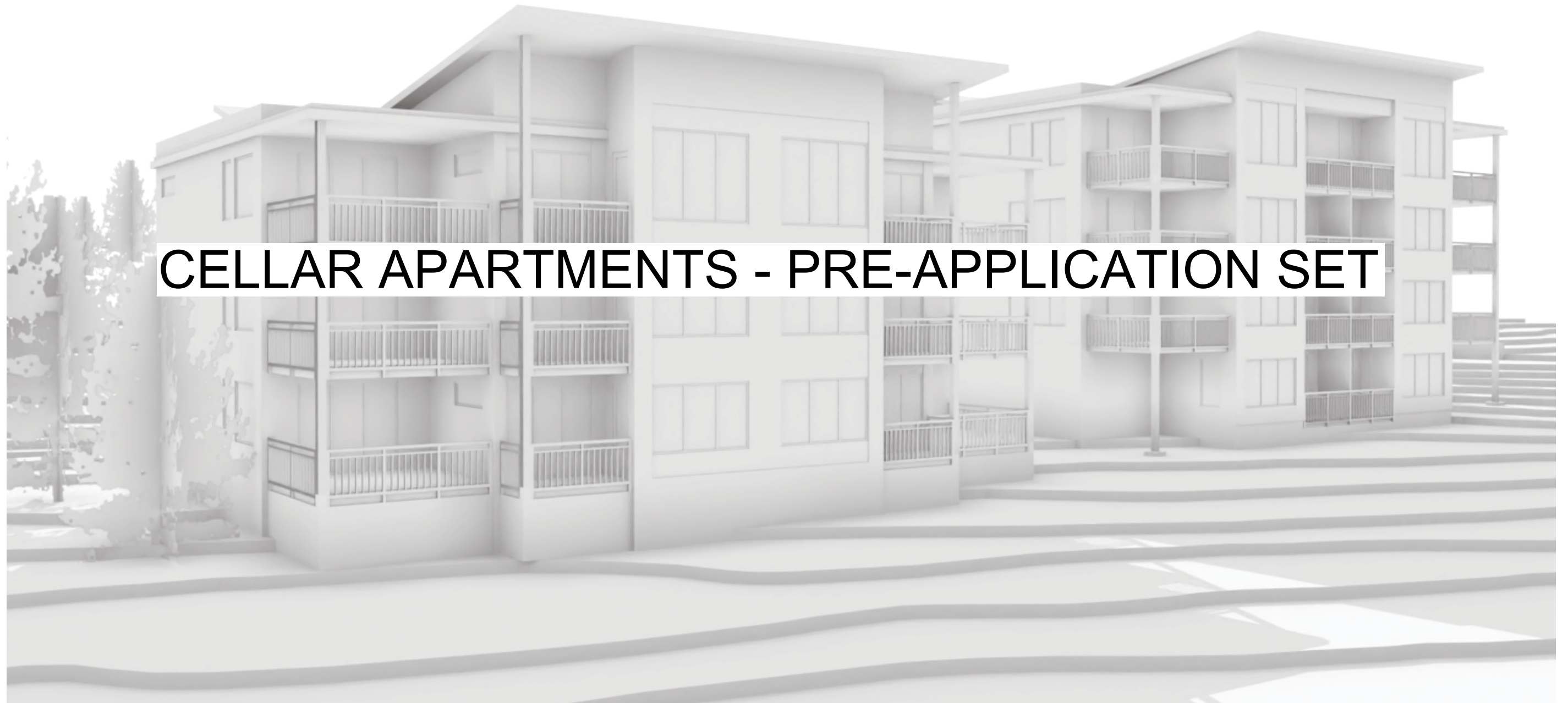
## **Comment Contact List**

The following entities may be contacted for comments on proposed subdivisions per MCA 76-3-504 (1)(q)(iii). The City requests these entities respond within two (2) weeks of receiving the City's "Request for Comment." Although the City requests that these entities respond within two (2) weeks, they may comment at any time during the subdivision review process. Applications for subdivision review will not be delayed if these entities do not respond within the review period.

- ADA Compliance Committee
- City of East Helena
- City of Helena
- East Helena Public Schools
- Fort Harrison
- Helena Citizen's Council (HCC)
- Helena Regional Airport
- Helena School District
- Helena Valley Irrigation District
- Jefferson County
- Lewis and Clark County
- Lewis and Clark County Water Quality Protection District
- Lewis and Clark County Soil Conservation District
- Montana Department of Environmental Quality
- Montana Department of Fish, Wildlife, and Parks
- Montana Department of Natural Resources and Conservation
- Montana Department of Transportation
- Montana Land Reliance
- Montana Natural Heritage Program
- Non-motorized Transportation Advisory Council
- NorthWestern Energy
- St. Peter's Hospital and Ambulance Service
- State Historic Preservation Office
- City-County Heritage Tourism Council
- Three Rivers Communications

- U.S. Army Corps of Engineers
- U.S. Bureau of Land Management
- U.S. Environmental Protection Agency
- U.S. Fish and Wildlife Service
- U.S. Forest Service
- U.S. Geological Survey, Water Resources Division
- U.S. Post Office
- Utility companies including those providing electrical, communication, fiber optic, gas, or other services
- Yellowstone Pipe Line Company





# CELLAR APARTMENTS - PRE-APPLICATION SET



**PARCEL INFORMATION**

OWNER: TOD LLC  
 ADDRESS: 3268 CABERNET DR  
 HELENA, MT 59601  
 3276 CABERNET DR  
 HELENA, MT 59601  
 PARCEL NO. 05178603209010000  
 05178603209030000  
 LEGAL DESCRIPTION:  
 05178603209010000 -  
 NOB HILL SUBD, S03, T09 N, R03 W, BLOCK 5, Lot 3, PHASE IV COS  
 #3100615  
 05178603209030000 -  
 NOB HILL SUBD, S03, T09 N, R03 W, BLOCK 5, Lot 4, PHASE IV COS  
 #3100615  
 LOT AREA:  
 3268 CABERNET DR - 13,342 SF  
 3276 CABERNET DR - 14,014 SF  
 TOTAL- 27,356 SF (0.63 AC)

**GENERAL ZONING INFORMATION**

JURISDICTION CITY OF HELENA  
 ZONING: B-2 GENERAL COMMERCIAL DISTRICT  
 ZONE  
 PROPOSED USE - MULTIPLE-DWELLING UNITS (3 OR MORE UNITS) - USE IS PERMITTED  
 LOT AREA - NO MINIMUM  
 LOT COVERAGE- NO MAXIMUM  
 FRONT SETBACK - NO MINIMUM  
 REAR SETBACK - NO MINIMUM UNLESS ABUTTING RESIDENTIAL ZONE, THEN 15' MIN.  
 SIDE SETBACK - NO MINIMUM UNLESS ABUTTING RESIDENTIAL ZONE, THEN 10' MIN.  
 HEIGHT - 75' MAXIMUM  
 PARKING STALLS -  
 REQUIRED: 1 SPACE/ DU 26 SPACES REQUIRED  
 PROVIDED: 28 SPACES PROVIDED  
 BIKE PARKING -  
 REQUIRED:  
 PARKING LOTS WITH (10) OR MORE PARKING SPACES MUST PROVIDE THREE (3) BICYCLE SPACES WITHIN (50') OF A MAIN BUILDING ENTRY-WAY.  
 PROVIDED:  
 (3) BICYCLE SPACES

# CELLAR APARTMENTS - PRE-APPLICATION SET

## PROJECT CONTACTS:

---

Owner  
Discovery Partners, LLC  
46 S Last Chance Gulch St  
Helena, MT 59601

Contacts:  
Rick Ahmann  
phone: 406.459.3111  
email: rick@ahmannbrothers.com

Pete Baker  
phone: 206.818.5029  
email: pbaker@montlakenw.com

Architect  
JCR Collective  
950 Broadway, Ste M-100  
Tacoma, WA 98402

Contacts:  
Chris Davidson, AIA  
phone: 253.337.1022  
email: chris@JCRcollective.com

## VICINITY MAP

---

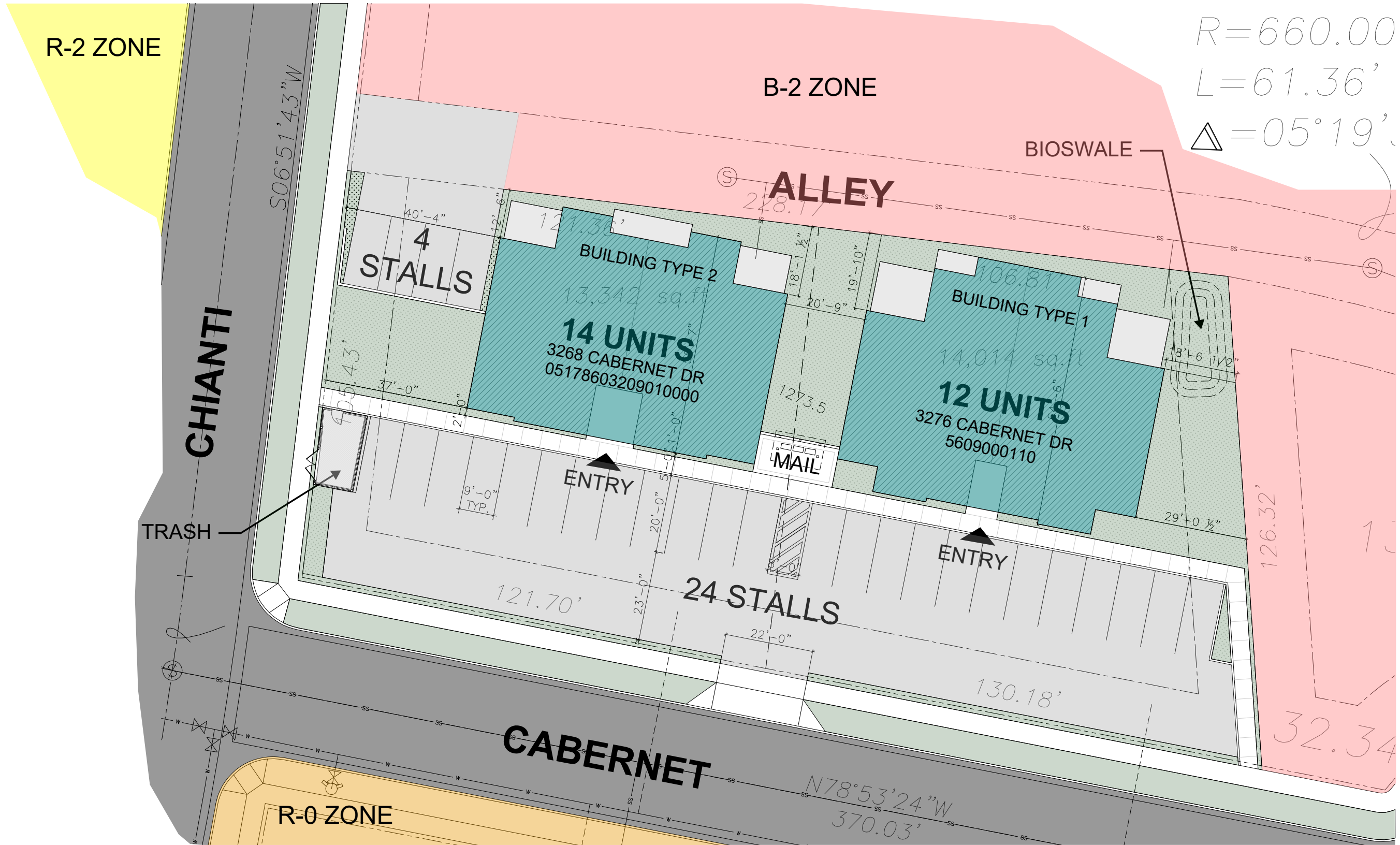




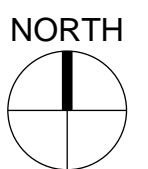




# CELLAR APARTMENTS - PRE-APPLICATION SET



1 SITE PLAN  
SCALE = NTS







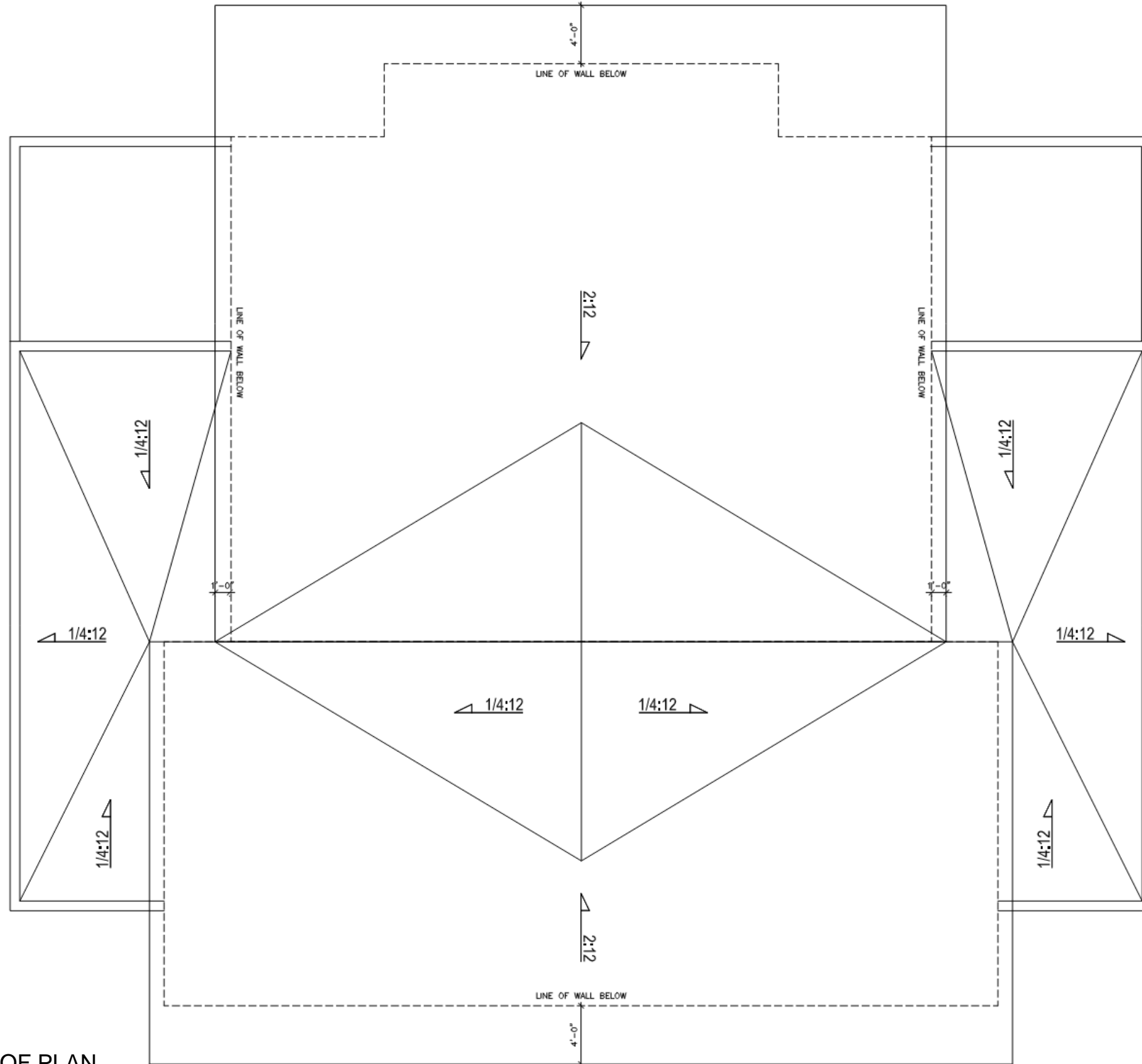
**KEY PLAN**

-  3 BDR / 2 BATH
-  2 BDR / 2 BATH
-  1 BDR + DEN / 1 BATH
-  1 BDR / 1 BATH

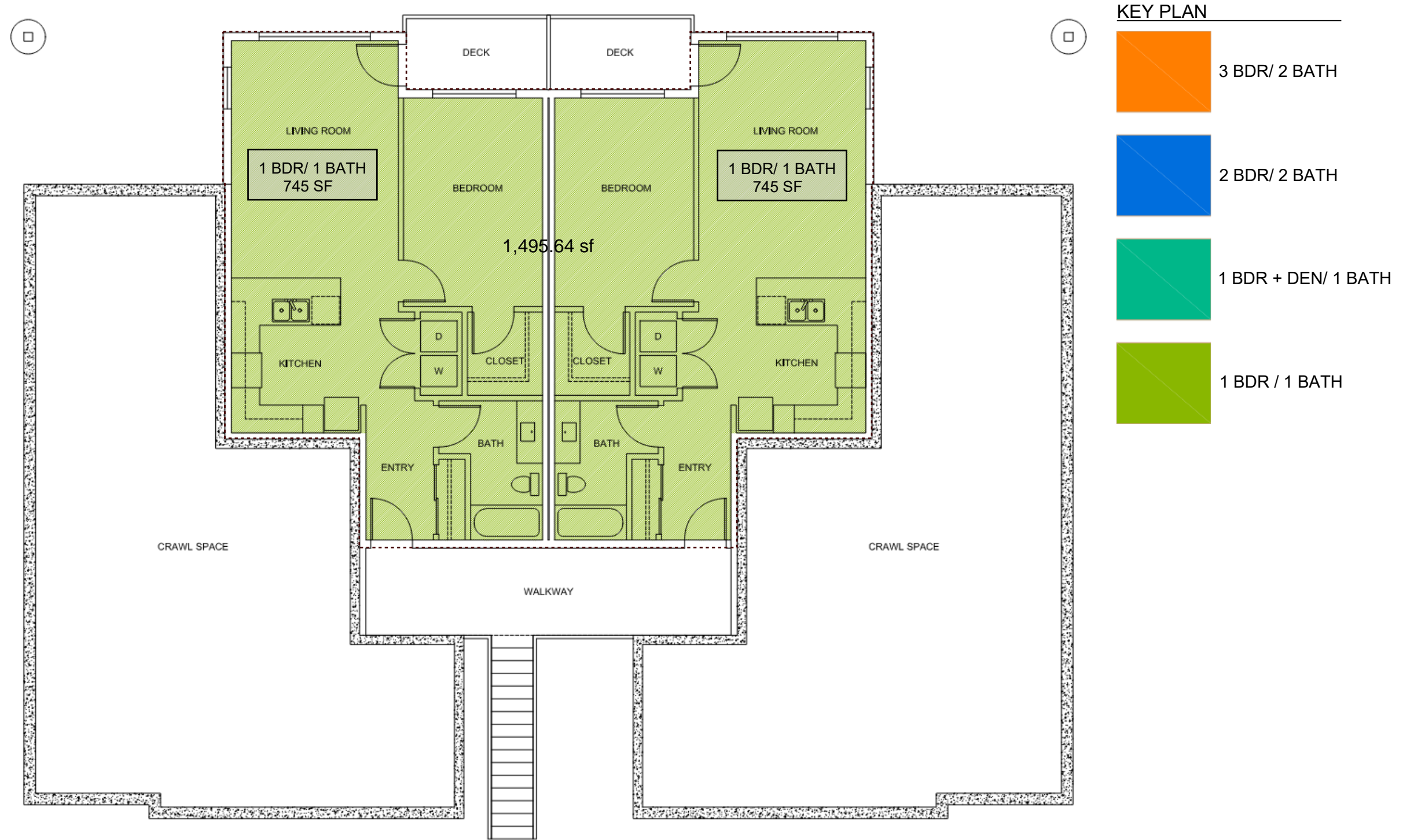
**1** BUILDING TYPE 1 - LEVELS 1-3 PLAN  
SCALE = 1/8" = 1'-0"



# CELLAR APARTMENTS - PRE-APPLICATION SET



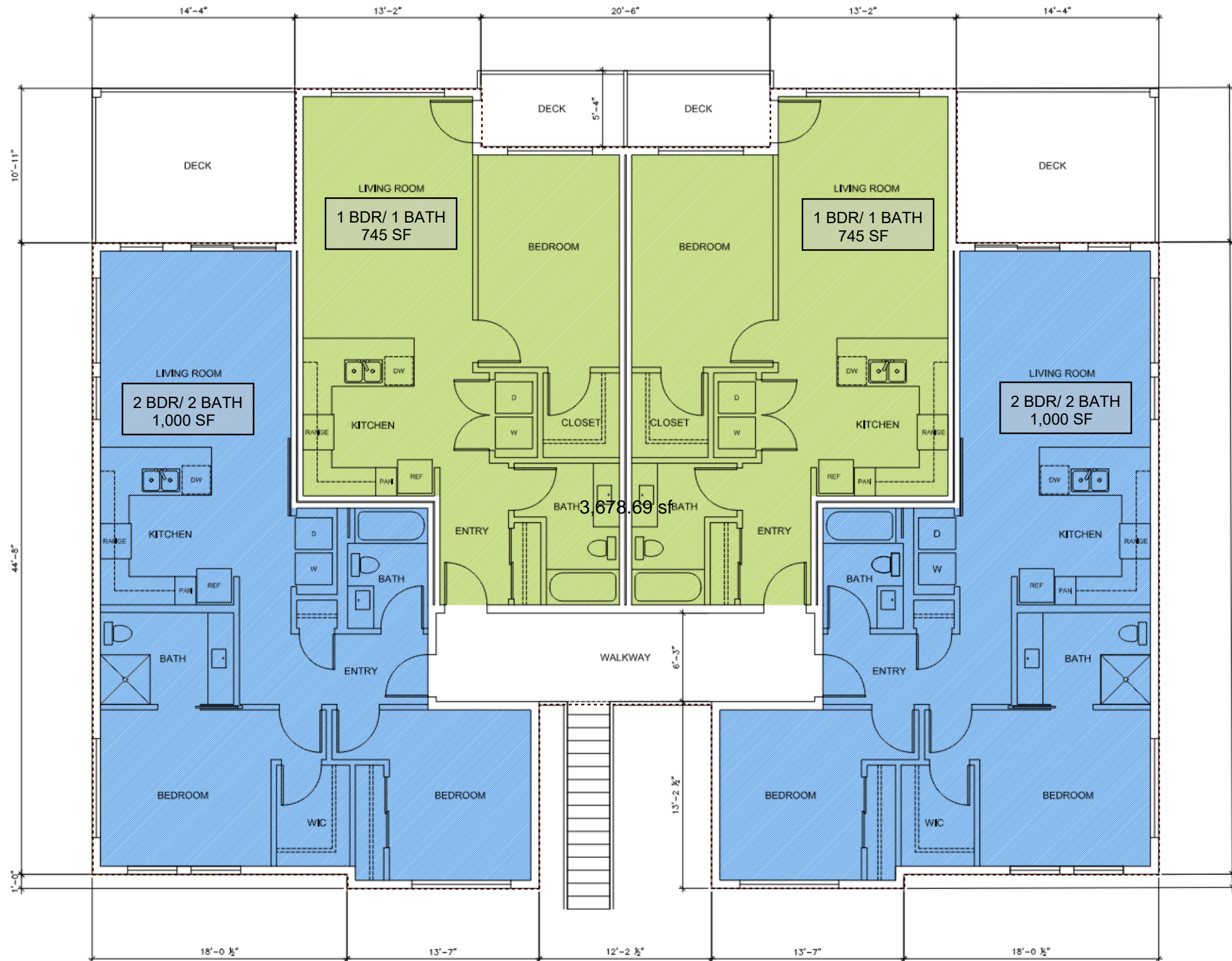
**1** BUILDING TYPE 1 - ROOF PLAN  
SCALE = 1/8" = 1'-0"



**1** BUILDING TYPE 2 - GROUND LEVEL PLAN  
SCALE = 1/8" = 1'-0"

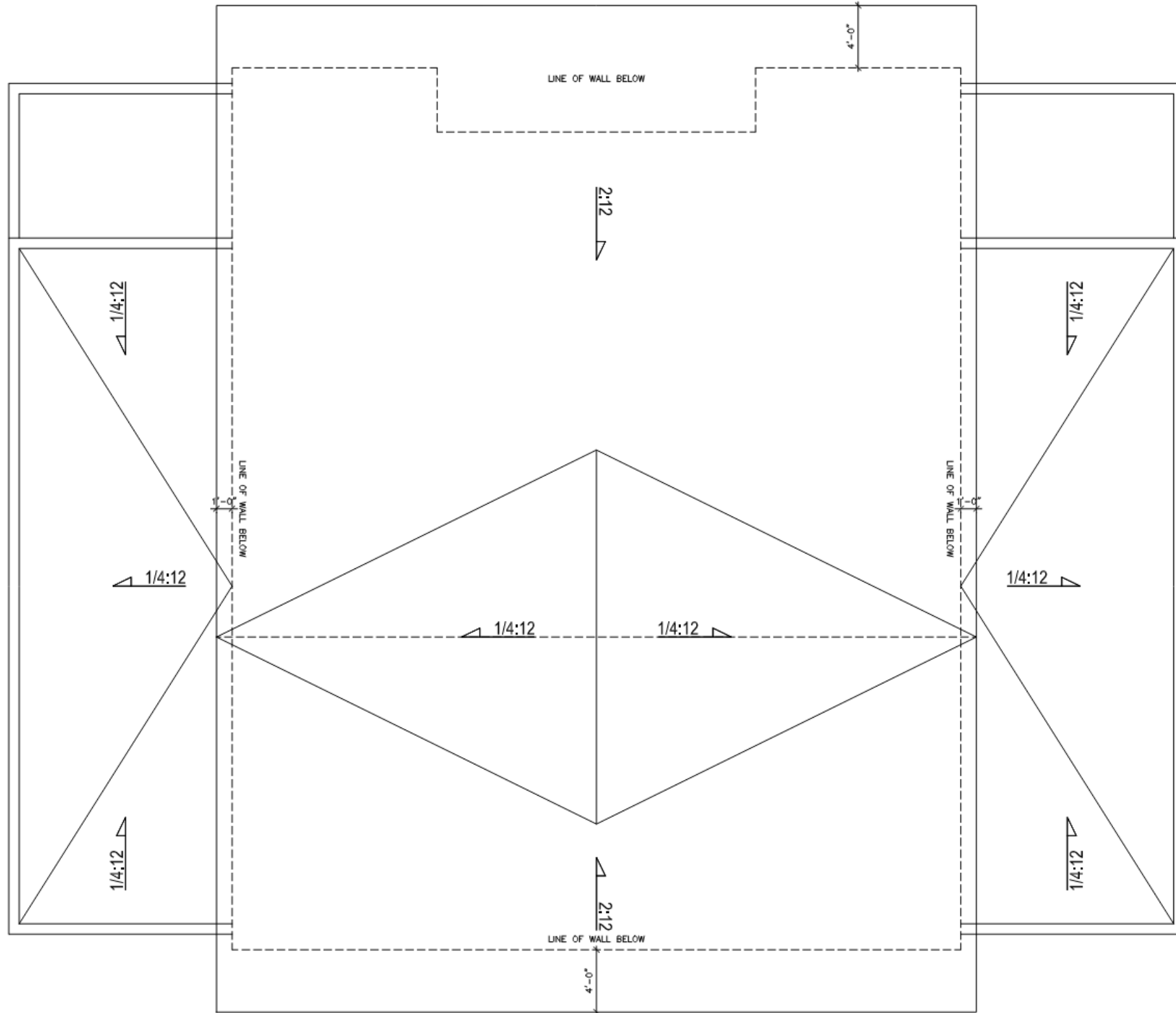


# CELLAR APARTMENTS - PRE-APPLICATION SET



**1** BUILDING TYPE 2 - LEVELS 1-3 PLAN  
SCALE = 1/8" = 1'-0"





1 BUILDING TYPE 2 - ROOF PLAN  
SCALE = 1/8" = 1'-0"

# CELLAR APARTMENTS - PRE-APPLICATION SET

PAGE LEFT BLANK INTENTIONALLY

# CELLAR APARTMENTS - PRE-APPLICATION SET

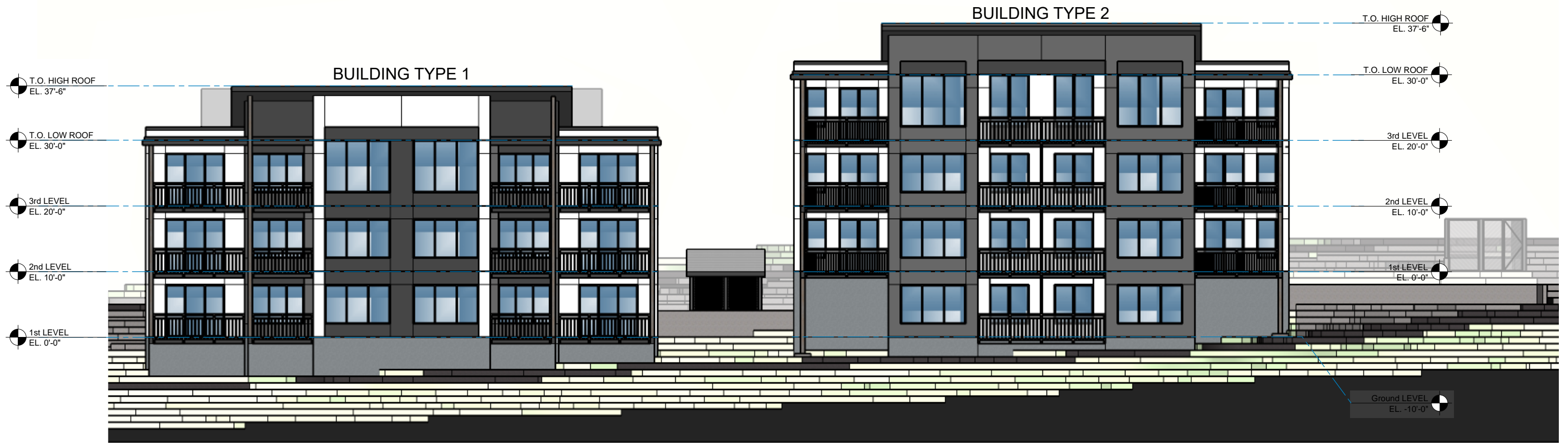
## BUILDING AND UNIT MATRIX

<b>BUILDING TYPE 1</b>							
UNIT TYPE	Level 1	Level 2	Level 3	Total	UNIT GSF	RSF	Unit Type Percentage
3 BDR + 2 BATH	2	2	2	6	1200	7,200	50.0%
1BDR+DEN + 1 BATH	2	2	2	6	722	4,332	50.0%
<b>Total Residential Units</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>12</b>		<b>11,532</b>	<b>100.0%</b>

<b>TOTAL GSF PER FLOOR</b>	
Level	GSF
Level 1	4,128
Level 2	4,128
Level 3	4,128
	<b>12,384</b>

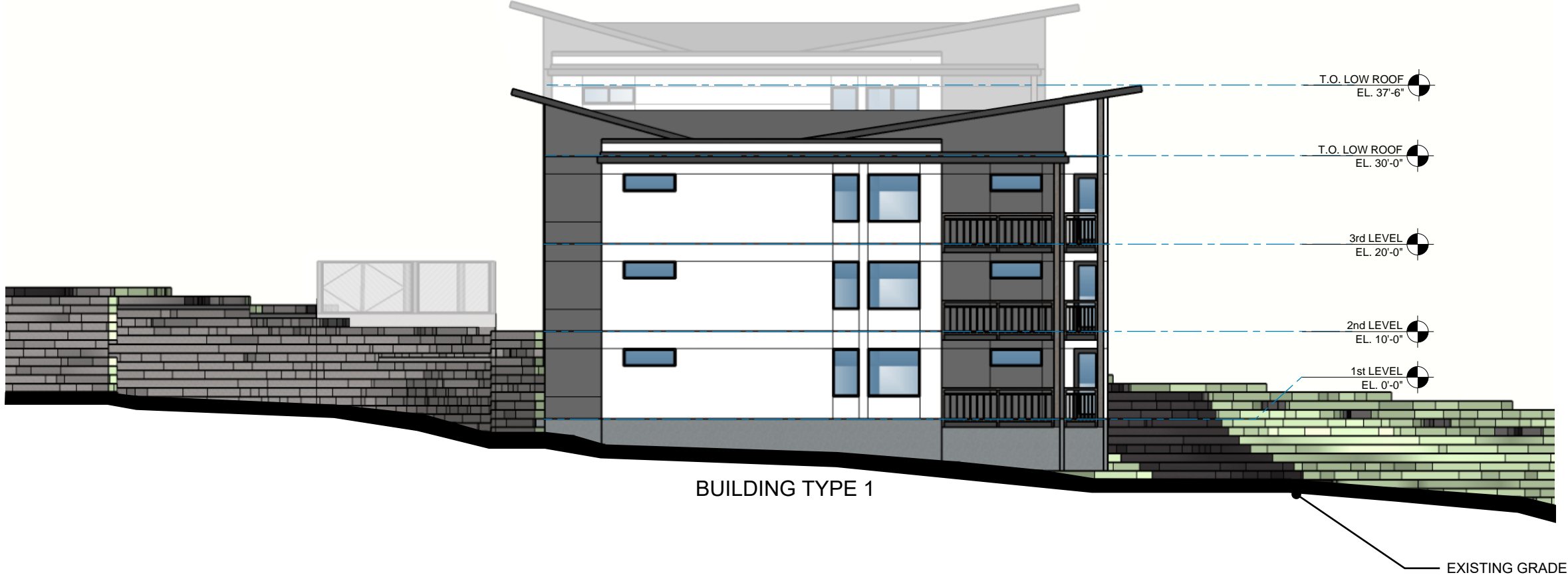
<b>BUILDING TYPE 2</b>								
UNIT TYPE	Ground Level	Level 1	Level 2	Level 3	Total	UNIT GSF	RSF	Unit Type Percentage
2 BDR + 2 BATH	0	2	2	2	6	1000	6,000	42.9%
1 BDR + 1 BATH	2	2	2	2	8	745	5,960	57.1%
<b>Total Residential Units</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>14</b>		<b>11,960</b>	<b>100.0%</b>

<b>TOTAL GSF PER FLOOR</b>	
Level	GSF
Ground Level	1,496
Level 1	3,679
Level 2	3,679
Level 3	3,679
	<b>12,533</b>

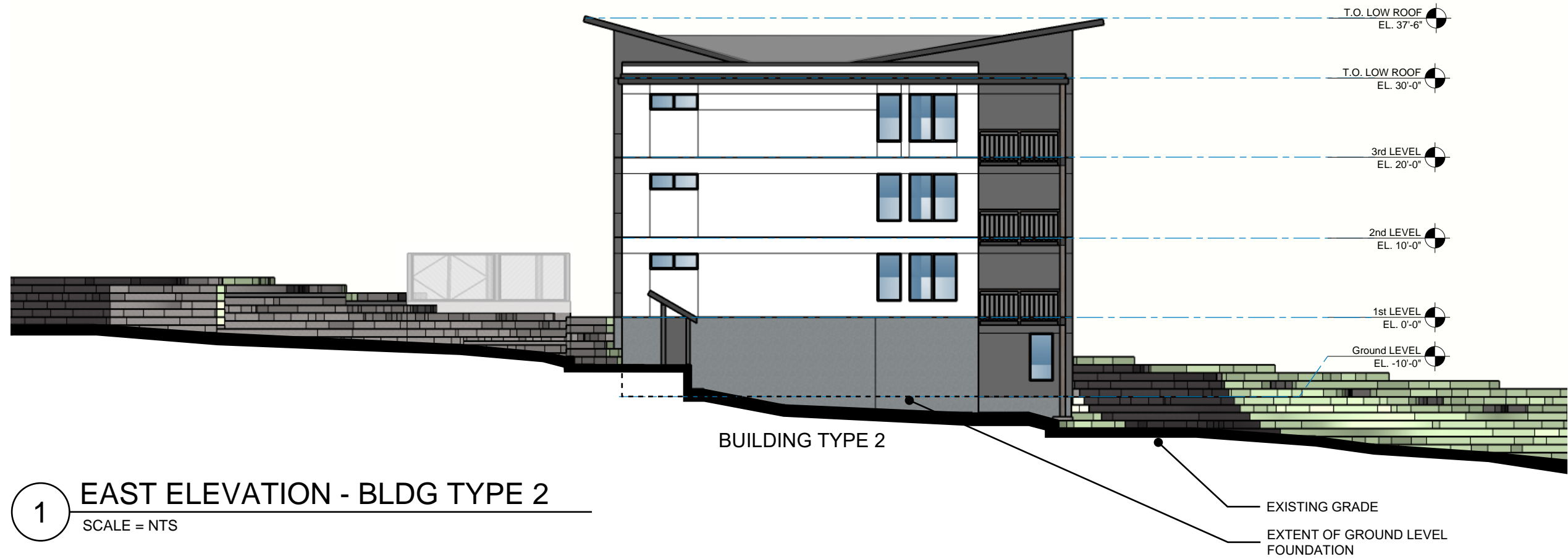


1 NORTH ELEVATION  
SCALE = NTS

# CELLAR APARTMENTS - PRE-APPLICATION SET



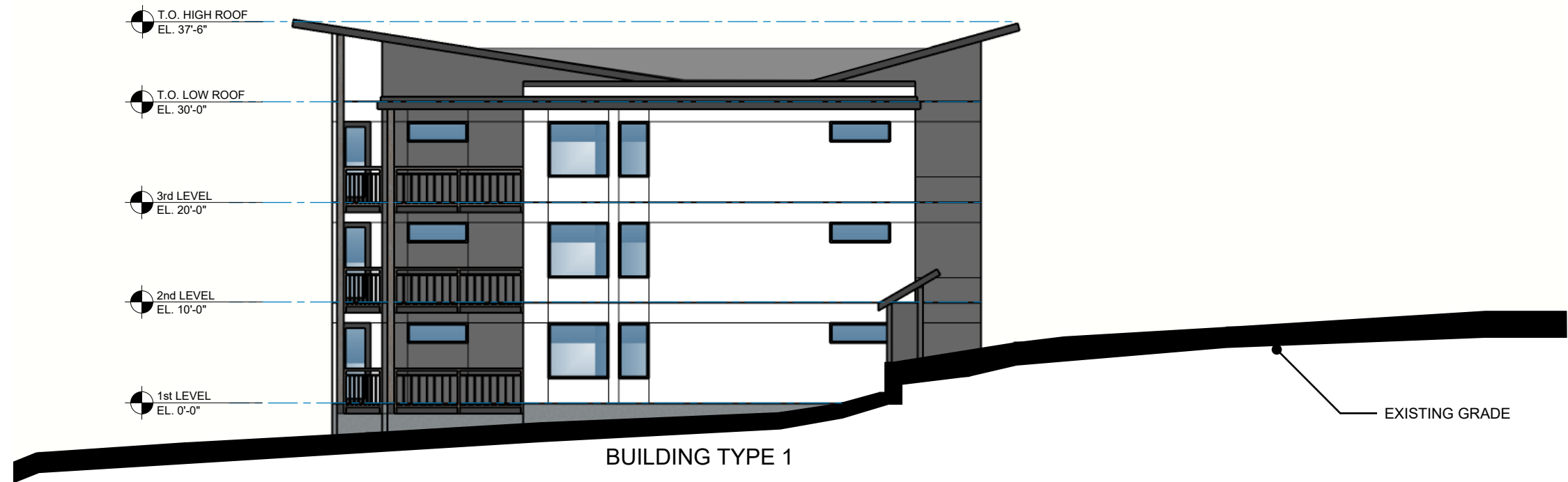
1 EAST ELEVATION - BLDG TYPE 1  
SCALE = NTS



# CELLAR APARTMENTS - PRE-APPLICATION SET

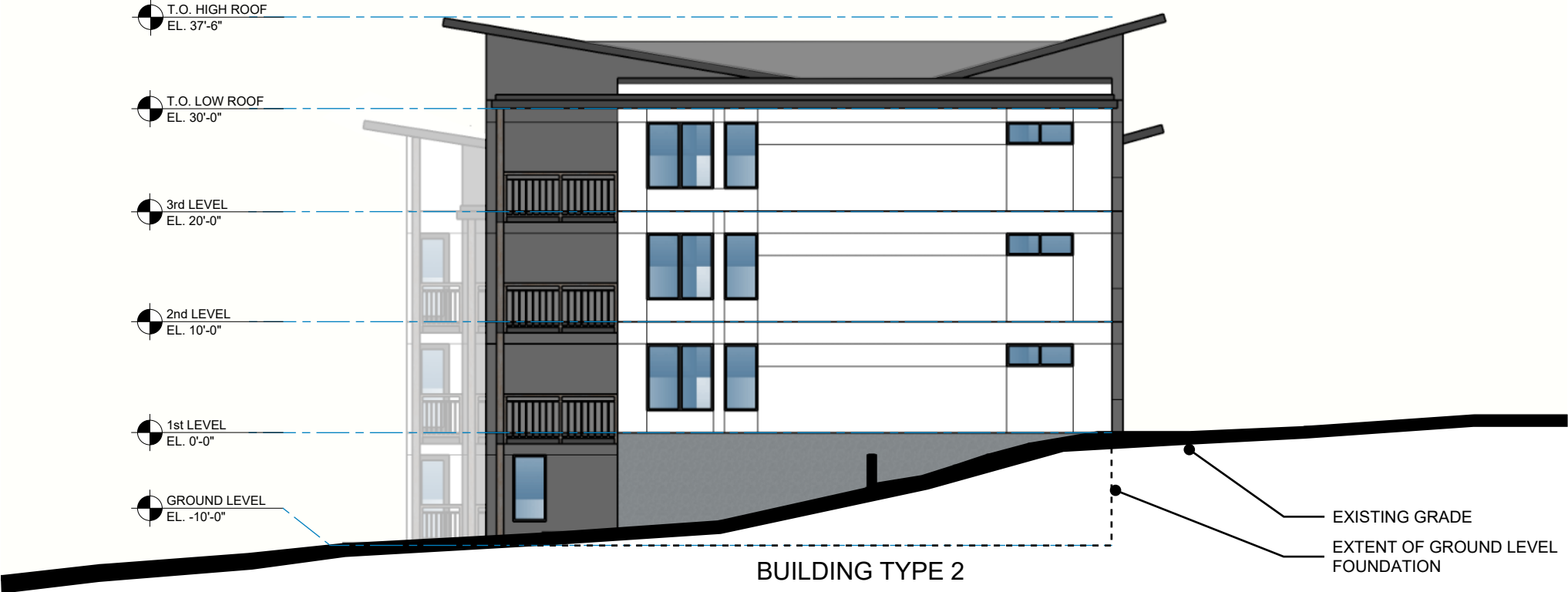




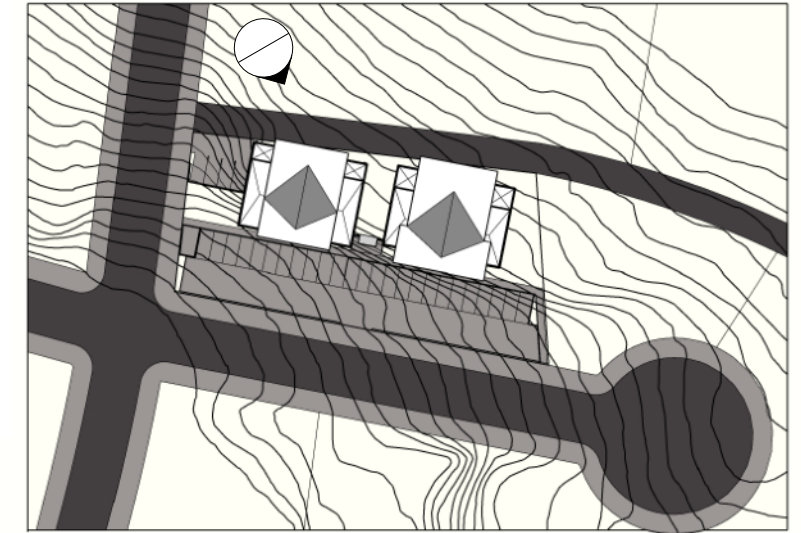


1 WEST ELEVATION - BLDG TYPE 1  
SCALE = NTS

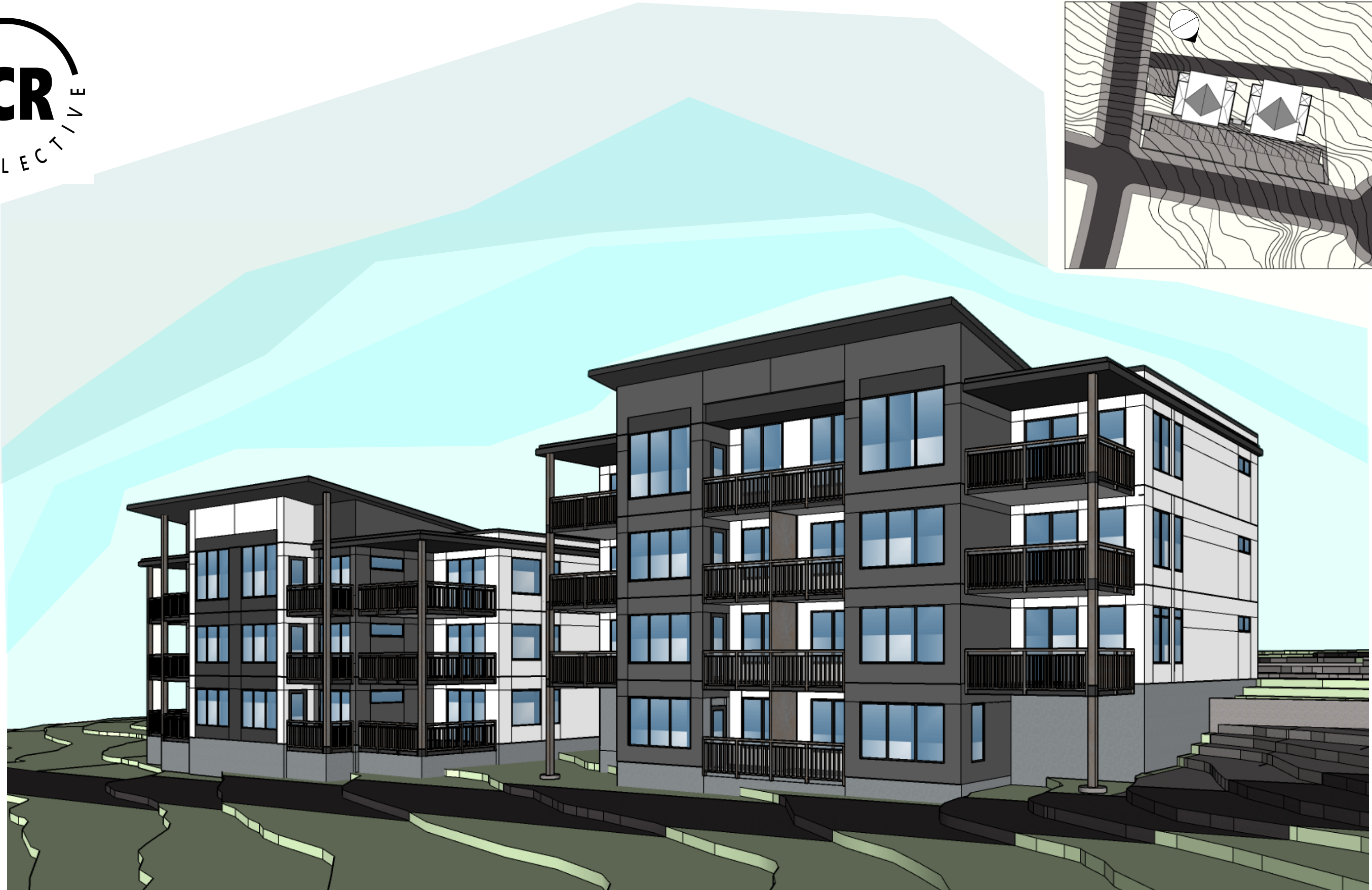
# CELLAR APARTMENTS - PRE-APPLICATION SET



1 WEST ELEVATION - BLDG TYPE 2  
SCALE = NTS

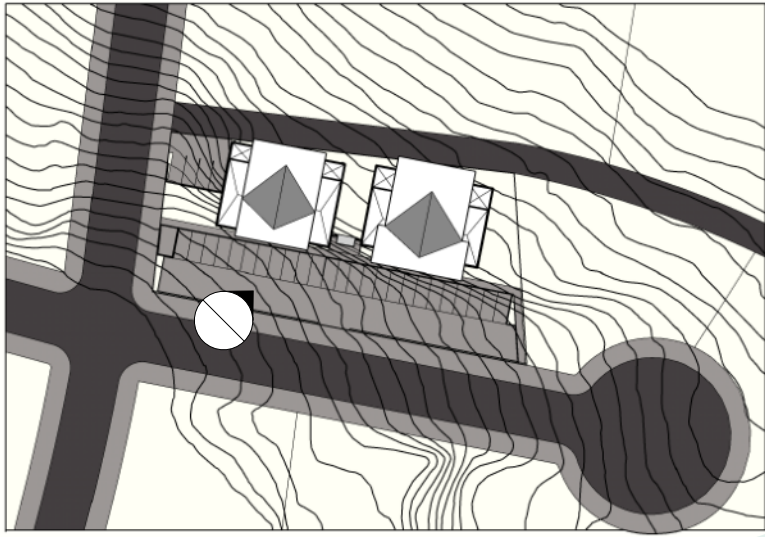


KEYPLAN



1 NORTHWEST PERSPECTIVE  
SCALE = NTS

# CELLAR APARTMENTS - PRE-APPLICATION SET

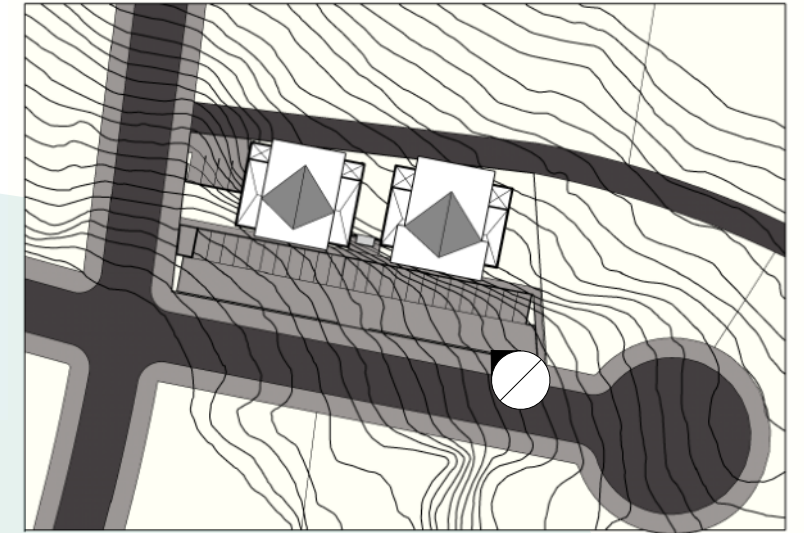


KEYPLAN



10 **SOUTHWEST PERSPECTIVE**  
SCALE = 1/4" = 1'-0"



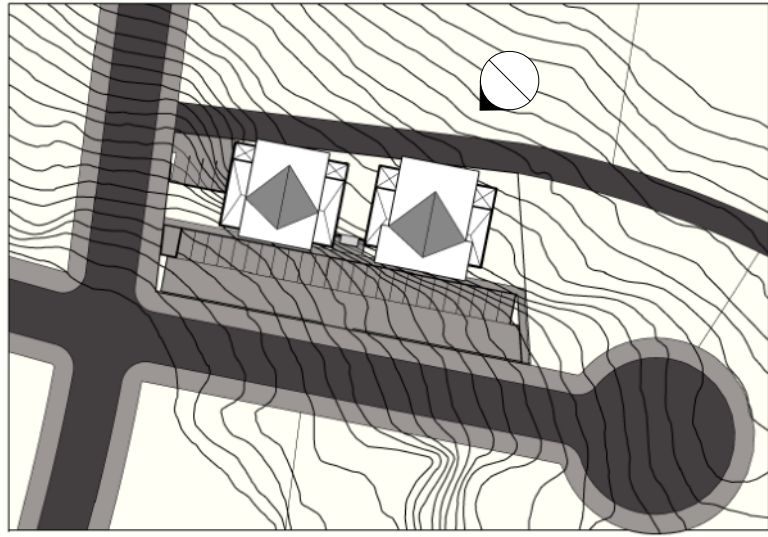


KEYPLAN



10 SOUTHEAST PERSPECTIVE  
SCALE = 1/4" = 1'-0"

# CELLAR APARTMENTS - PRE-APPLICATION SET



KEYPLAN



1 NORTHEAST PERSPECTIVE  
SCALE = NTS