

WELCOME
To a Regular Meeting of the
Coeur d'Alene City Council
Held in the Library Community Room at **6:00 P.M.**
AGENDA

VISION STATEMENT

Our vision of Coeur d'Alene is of a beautiful, safe city that promotes a high quality of life and sound economy through excellence in government.

The purpose of the Agenda is to assist the Council and interested citizens in the conduct of the public meeting. Careful review of the Agenda is encouraged. Testimony from the public will be solicited for any item or issue listed under the category of Public Hearings. Any individual who wishes to address the Council on any other subject should plan to speak when **Item F - Public Comments** is identified by the Mayor. The Mayor and Council will not normally allow audience participation at any other time.

April 16, 2024

A. CALL TO ORDER/ROLL CALL

B. INVOCATION: David Bruyette: Mountain Lakes Bible Church

C. PLEDGE OF ALLEGIANCE

D. AMENDMENTS TO THE AGENDA: Any items added less than forty-eight (48) hours prior to the meeting are added by Council motion at this time. [Action Item.](#)

E. PRESENTATIONS:

1. Proclamation – April 26, 2024 as Arbor Day

Accepted by: Nick Goodwin, Urban Forester

2. Proclamation – April 29, 2024 as World Wish Day

Accepted by: Michelle John, Make-A-Wish North Idaho Manager

3. Proclamation – April 29 – May 2, 2024 as Idaho Gives Week

Accepted by: Idaho Gives Board members, Heidi Rogers and Mark Tucker

F. PUBLIC COMMENTS: (Each speaker will be allowed a maximum of 3 minutes to address the City Council on matters that relate to City government business. Please be advised that the City Council can only take official action for those items listed on the agenda.)

*****ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS**

G. ANNOUNCEMENTS

1. City Council
2. Mayor

H. CONSENT CALENDAR: Being considered routine by the City Council, these items will be enacted by one motion unless requested by a Councilmember that one or more items be removed for later discussion.

1. Approval of Council Minutes for the April 2, 2024 Council Meeting.
2. Setting of General Services/Public Works Committee Meeting for Monday, April 22, 2024, at 12:00 noon.
3. Approval of Bills as Submitted
4. Approval of Financial Report
5. Setting of a public hearing for May 21, 2024 - ZC-1-24; GS4 Property, LLC, is requesting a zone change from a NC (Neighborhood Commercial) to C-17; for property located at: SE corner of the intersection of 15th Street and Best Avenue

As recommended by the City Clerk

I. OTHER BUSINESS:

1. **Resolution No. 24-025** - Approval of a compensation project proposal with AmeriBen, Human Resource Consulting, to review all FLSA exempt classifications.

Staff Report by Melissa Tosi, Human Resources Director

2. **Resolution No. 24-029** - Approval of a Parking Agreement between Toll Southwest, LLC, and Toll Brothers at Atlas Waterfront Homeowners Association, Inc., for the benefit of 2919 N. Heartwood Road.

Staff Report by: Hilary Patterson, Community Planning Director

3. **Resolution No. 24-030** - Approval of agreements with Badger Meter for purchase of new Badger Meter Bodies and Orion LTE Endpoints for the amounts of \$83,376.96 (meter bodies) and \$85,925.62 (Orion Endpoints).

Staff Report by: Glen Poelstra, Assistant Water Director

4. (Quasi-judicial) Appeal Hearing for an appeal made by Joan Woodard of DR-1-24AA; CDA Hotel, LLC (Mariott Hotel) located at 602 & 612 E. Sherman Avenue.

Staff Report by: Randy Adams, City Attorney

5. **Resolution No. 24-031** - Approval for the exchange of soils from City-owned properties for the construction of a swale and the development of property at the Atlas Mill site.

Staff Report by: Troy Tymesen, City Administrator

J. PUBLIC HEARING:

Please sign up to testify at <https://www.cdavid.org/signinpublic/Signinformlist>

1. (Legislative) V-24-01 - a portion of Hattie Avenue right-of-way adjoining the north side of Lot 2, Block 1 of the Shae Estates plat, containing 988 square feet, more or less.

Staff Report by: Dennis Grant, Engineering Project Manager

- a. **Council Bill No. 24-1003** – Approving V-24-01 - a portion of Hattie Avenue right-of-way adjoining the north side of Lot 2, Block 1 of the Shae Estates plat.

K. ADJOURN:



Coeur d'Alene CITY COUNCIL MEETING

April 16, 2024

MEMBERS OF THE CITY COUNCIL:

**Jim Hammond, Mayor
Council Members McEvers, English, Evans, Gookin, Miller, Wood**

PRESENTATIONS

PROCLAMATION

WHEREAS, in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees – wherever they are planted – are a source of joy and spiritual renewal.

NOW, THEREFORE, I, James Hammond, Mayor of the City of Coeur d'Alene, Idaho, do hereby proclaim April 26th, 2024 as

“ARBOR DAY”

And I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of Coeur d'Alene to be affixed this 16th day of April, 2024.



James Hammond
James Hammond, Mayor

ATTEST:

Renata McLeod
Renata McLeod, City Clerk

PROCLAMATION

WHEREAS, on April 29th, 1980, Department of Public Safety officers and members of the community in Phoenix, Arizona, came together to grant the wish of Chris Greicius, a 7 year-old boy battling leukemia who wished to be a police officer; and

WHEREAS, Chris' wish inspired six of the people involved to form a foundation that would grant life-changing wishes for other children with critical illnesses. The organization known as Make-A-Wish has since granted more than 520,000 wishes worldwide, operating in every community in the U.S. and in 50 more countries worldwide; and

WHEREAS, Make-A-Wish Idaho was founded in 1986 and has granted more than 2,000 wishes that deliver hope and joy back into the lives of children with critical illnesses in Idaho; and

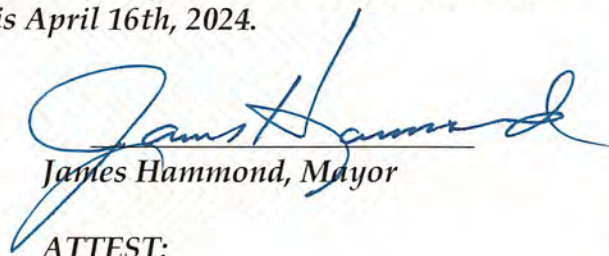
WHEREAS, Research has shown that wishes can improve a child's quality of life and produce better health outcomes. When a wish is granted, a child replaces fear with confidence, anxiety with hope and sadness with joy; and

NOW, THEREFORE, I James Hammond, Mayor of the City of Coeur d'Alene, Idaho, do hereby proclaim April 29th, 2024 as

"WORLD WISH DAY"

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of Coeur d'Alene to be affixed this April 16th, 2024.




James Hammond, Mayor

ATTEST:


Renata McLeod, City Clerk

PROCLAMATION

WHEREAS, nonprofit organizations help build and sustain healthy communities in our state and enhance the quality of life for Idahoans and for others throughout the country and the world; and

WHEREAS, over 7,000 charitable nonprofit organizations based in Idaho contribute significantly to our economy by providing services to our communities, employing over 67,000 Idahoans, and producing total revenue of over \$8.5 billion; and

WHEREAS, Idaho's nonprofit leaders often are entrepreneurs, create new solutions to problems, and fill previously unmet needs in the areas of health, recreation, education, research, arts, social services and more; and

WHEREAS, Idaho Gives Week serves as a time for Idahoans to join together with one voice on one day to contribute to and amplify the efforts of Idaho nonprofits; and

WHEREAS, the nonprofit sector acts as a responsible steward of charitable dollars to achieve a diverse range of missions and goals; and

WHEREAS, nonprofit organizations often fulfill their missions by advocating on behalf of those who cannot advocate for themselves.

NOW, THEREFORE, I James Hammond, Mayor of the City of Coeur d'Alene, Idaho, do hereby proclaim the week of April 29th to May 2nd, 2024 as

"IDAHO GIVES WEEK"

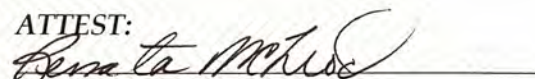
In Coeur d'Alene, Idaho and I encourage all residents to continue to recognize and support the many nonprofit organizations in our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of Coeur d'Alene to be affixed this 16th day of April, 2024.




James Hammond, Mayor

ATTEST:


Renata McLeod, City Clerk

CONSENT CALENDAR

MINUTES OF A REGULAR MEETING OF THE CITY
COUNCIL OF THE CITY OF COEUR D'ALENE, IDAHO,
HELD AT THE LIBRARY COMMUNITY ROOM

April 2, 2024

The Mayor and Council of the City of Coeur d'Alene met in a regular session of said Council at the Coeur d'Alene City Library Community Room on April 2, 2024, at 6:00 p.m., there being present the following members:

James Hammond, Mayor

Woody McEvers) Members of Council Present
Christie Wood)
Dan Gookin)
Dan English)
Amy Evans)

Kiki Miller) Members of Council Absent

CALL TO ORDER: Mayor Hammond called the meeting to order.

INVOCATION: Terese Fandel of Community of the Holy Spirit led the Invocation.

PLEDGE OF ALLEGIANCE: Councilmember Wood led the pledge of allegiance.

PRESENTATIONS:

Michael Wendland, 2024 Coeur d'Alene Regional Realtors President, accepted the Proclamation declaring April 2024 as Fair Housing Month. Mr. Wendland thanked the Council and said that issuance of the said proclamation means a lot to them.

Walter Burns, Chairman of the Historic Preservation Commission, presented on the background of the Commission, key accomplishments, current efforts and up-coming activities on how they can work with the City to meet the goals and needs of the city residents. He noted that the Commission began its work in 2019 with a mission to promote the educational, cultural, economic, and general welfare of the public of the City of Coeur d'Alene through the identification, evaluation, and designation of those buildings, sites, districts, areas, structures, and objects that constitute or contain significant elements of historic, architectural, archeological, and cultural interest reflecting the heritage of the City, the State, and/or the nation. He said that some of the notable accomplishments of the Commission include: the creation of the Historic Preservation Plan for the City of Coeur d'Alene; preservation of the Hamilton House which now houses the Music Conservatory of Coeur d'Alene; establishment of the Heart of History Award; and nomination of the Garden District to the National Register of Historic Places. Mr. Burns explained that the Garden District has been a major undertaking which involved researching 520 primary buildings and roughly 400 outbuildings to determine whether each is contributing to the establishment of a

historic district. He shared that the neighborhood meeting will be held on April 8, 6:00 p.m. at the Library Community Room and the Idaho State Historic Review Board will meet on May 18 to vote and hopefully advance the nomination to the National Parks Service.

Shannon Sardell, Commissioner of the Historic Preservation Commission, presented the Commission's priorities for the year 2024. She mentioned that the month of May is National Historic Preservation Month, and they have several planned events which include: the reception at the Jewett House on May 1 at 6:00 p.m. where the Mayor will present the Heart of History Award; tours of downtown, Fort Grounds, Sanders Beach, and Garden District; Mothers' Day open house tours with the Northern Pacific Railroad Depot and Hamilton House on May 12; the Commission will also share a booth with the Museum at the Farmer's Market starting May 15; and there will be media coverage highlighting the history of Coeur d'Alene and importance of historic preservation. Ms. Sardell noted that, for 2024, they will also focus on the following: review of the historic downtown for possible update of overlays; 2024 grant application for downtown survey; historic zoning overlays and guidelines with the goal of preserving the character of Coeur d'Alene oldest areas; and review to come up with a modified demolition process. She added that the Commission is also involved in other issues such as: short-term rentals; infill guidelines; and management of the adverse effects to historic properties that may occur because of the I-90 widening project.

Mr. Burns mentioned two properties that are listed on the National Register of Historic Places that are both threatened with demolition are the Inland Empire Electric Railway Substation built in 1904 which is in poor condition and need substantial repairs; and the Roosevelt School built in 1905 now called the Roosevelt Inn which is under contract with the Redmond, WA firm and reportedly intends to replace it with 19 townhomes. He said that there are several ways that the Commission and the City can work together which is through historic recognition, planning, public outreach and education, community action, and creative reuse and revitalization. Councilmember McEvers asked about preservation efforts, to which Mr. Burns replied that when it comes to buildings, preservation would mean not tearing it down and as much as possible keeping it on its original configuration to preserve its history. Ms. Sardell explained that the Commission recognizes property rights of owners that are within historic areas, but they are trying to have a voice to get people to think about what they are doing and what the alternatives might be. Mayor Hammond thanked the Commission for helping the City preserve the neighborhood and its story.

PUBLIC COMMENTS:

Bill Brizee, Hayden, noted that the ITD has resynchronized the traffic lights at I-95; however, he encouraged the Council to push for the resolution he previously submitted which seeks to transfer control of the traffic lights from ITD to the local authority.

Eric Christen, Hayden, said that he feels that the entire community is under attack but there is no evidence, nor facts, to show that the racial hate incident happened. He asked the City officials to find facts and evidence and put closure on the issue.

Lynn Fleming, Coeur d'Alene, asked the Council to reengage and look at a way to engineer the urban renewal district to serve all citizens and not just absentee landowners and millionaires. She

explained that the vision for the project was workforce housing, middle retirement, attainable housing, live-work-play, business start-up, and small business, but today there are almost 400 residential units costing \$1.2 Million up to \$3.2 Million. She proposed for the use of a new matrix that will include community engagement and social civic engagement instead of just putting weight on the highest cost sales of land and highest build cost.

Sarah Lynch, Hayden, said that the racial incident that occurred a few weeks ago is part of the cultural crisis, and while she appreciates and support the apology to the visitors and the effort to investigate and prosecute the perpetrators, she asked the Council to break the cycle and focus on preventing the incident from happening again. She added that when people speak up noting that what happened is not an isolated incident, the Council should listen and address the issue.

Deborah Mitchell, Coeur d'Alene, inquired about the historic preservation plan for the Roosevelt School that was built in 1905 by local architect George Williams. She said that this building offers one of the few opportunities to retain a specimen for future public benefit. She added that it is one block away from two other properties listed on the National Registry of Historic Places: the Hamilton House built in 1908 and the courthouse built in 1926. She said that she discovered in the archives that the Roosevelt School was the first interracial school in Coeur d'Alene.

Zoe Ann Thruman, Coeur d'Alene, appealed to the Council to do everything in their power in partnership with the Historic Preservation Commission to save the historic structures in a way that works both for the owners and the community. She said that she interviewed countless residents and tourists, and their collective opinion is that they visit the City and decide to live here because of the historic and enduring character of the community.

Joshua Hoston, Coeur d'Alene, thanked Councilmember Wood for attending the fire-ops program. He explained that the program was designed for officials to experience and understand what the fire officers must deal with every day. Councilmember Wood said that it was an educational and enjoyable experience, and it is valuable for elected officials to understand exactly what they respond to, in addition to the physical strength that is required.

Jeanette Laster, Coeur d'Alene, noted that the month of April is Child Abuse Awareness Month, and the kick-off event will be held on April 4, 2024 with Mayor Hammond providing a Proclamation. She said that there are over 2,300 calls per year of suspected child abuse, neglect, and abandonment in Idaho. Ms. Laster also shared statistics such as: in 2022, the HREI received 21 reports of either graffiti, harassment, or discrimination in the community, and 3-4 phone calls; in 2023 they received 7 reports and 39 calls; and for 2024 they received one formal report and 27 phone calls of incidences. She mentioned that they will be conducting a book club reading of Save Your City and a community conversation centered around the workbook. She invited the Council to join the workshop and said that she will send them a copy of the book when it comes out.

ANNOUNCEMENTS:

Councilmember Gookin thanked Ms. Fleming for what she said during the Public Comments regarding the Atlas Mill site. He said that he wanted the Council to review the plan again and to modify. He added that he also appreciates the comment regarding preserving the historical nature

of the city that is why he made a motion that was approved unanimously for the review of downtown height restrictions, parking requirements, and a discussion regarding possible modification of the ordinance on billboards. Lastly, he reminded staff about the NIC rezoning and he is hoping that it is moving forward.

Councilmember Wood thanked Mr. Brizee for his work on the traffic lights and Ms. Lynch for her service in the Air Force. In response to the statements in the public comments regarding the racial hate incident that occurred recently, she said that the police investigation is not yet complete and there was nothing said or broadcasted that the incident did not occur so there is no basis for saying that it did not happen. She stressed that the community has worked hard to be welcoming and overcome any sort of stain that it had in the past. She noted that the City did the right thing in addressing the incident and she appreciated all those who sent countless emails supporting the victims. Mayor Hammond said that such incident will not be tolerated in the community, and they will stand up for everybody's rights. He said that they will ensure that everyone in the community would feel protected and respected.

Councilmember McEvers shared the compost give-away event happening on April 6-7, 2024.

Mayor Hammond requested the appointment of Dan McCracken to the Historic Preservation Commission.

MOTION: Motion by Evans, seconded by McEvers to appoint Dan McCracken to the Historic Preservation Commission. **Motion carried.**

CONSENT CALENDAR:

1. Approval of Council Minutes for the March 19, 2024 Council Meeting.
2. Approval of the March 25, 2024 General Services/ Public Works Committee Minutes.
3. Setting of General Services/Public Works Committee Meeting for Monday, April 8, 2024, at 12:00 noon.
4. Approval of the Outdoor Eating Facility Encroachment Permit for The Olympia located at 301 E. Lakeside Avenue
5. Setting of a public hearing for April 16, 2024 for V-24-01; a Vacation of a portion of Hattie Avenue right-of-way adjoining the northerly boundary of Lot 2, Block 1, Shae Estates
6. Approval of **Resolution No. 24-022** - Acceptance of Grant of Easement for Sanitary Sewer Improvements in the Atlas Waterfront Third Addition from the Coeur d'Alene Urban Renewal Agency.

MOTION: Motion by McEvers, seconded by Evans to approve the Consent Calendar.

ROLL CALL: McEvers Aye; Gookin Aye; English Aye; Wood Aye; Evans Aye. **Motion carried.**

RESOLUTION NO. 24-023

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING AN INTERAGENCY AGREEMENT WITH THE OFFICE OF THE IDAHO ATTORNEY GENERAL AND AUTHORIZING THE ACCEPTANCE OF FUNDING FOR ONE DETECTIVE TO PARTICIPATE IN THE INTERNET CRIMES AGAINST CHILDREN TASK FORCE.

STAFF REPORT: Police Chief Lee White noted that the City was recently contacted by the Idaho Attorney General's Office with a request that it consider participating in the Internet Crimes Against Children (ICAC) Task Force. He said that the ICAC has been in existence for many years and the Idaho Task Force is one of the 62 across the country that seeks to investigate and prosecute individuals who use the internet or other technology to criminally exploit children. He explained that the cases are generated by the National Center for Missing and Exploited Children (NCMEC) or other established means, and then investigated at a local or state level. He added that in 2023, the State received 2,424 cybertips and Idaho is expected to have nearly 3400 this year. Chief White explained that some of these tips end up being non-criminal in nature, but many become criminal cases regarding sexual exploitation of minors. He further said that in Kootenai County in the past five months, there were 32 new cases assigned for investigation. He noted that the Task Force is funded through the Idaho Attorney General's Office (OAG) which pays the salary, benefits, overtime, computer, and electronic equipment, while the City would pay for vehicle, uniforms, and regular police equipment. Chief White said that one current detective will be assigned to the ICAC Task Force and then the PD will hire a new officer to backfill the additional position. He said that this detective will be housed at the PD but will routinely work with other ICAC detectives. He proposed for the Council's approval for the City to enter into an Interagency Agreement with the Office of the Idaho Attorney General and accept funding for one detective to participate in the ICAC Task Force.

DISCUSSION:

Councilmember McEvers asked how long the engagement of the detective will be and if the matter has been addressed internally in the past, to which Chief White explained that Mr. Nick Edwards, the Idaho ICAC Task Force Commander, has put a program in place where it will require the individual at least remotely virtually participate in a counselling session twice a year. Further, he said that there was no detective assigned to the caseload and they just worked on cases when they were able to do that. Councilmember Wood said that she fully supports this considering the amount of caseload at the PD that requires an intensive amount of work.

MOTION: Motion by Gookin, seconded by Wood, to approve **Resolution No. 24-023** - Approval of an Interagency Agreement with the Idaho Attorney General's Office to accept funding for one detective to participate in the Internet Crimes Against Children (ICAC) Task Force.

ROLL CALL: McEvers Aye; Gookin Aye; English Aye; Wood Aye; Evans Aye. **Motion carried.**

RESOLUTION NO. 24-024

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING A GUARANTEED MAXIMUM PRICE AMENDMENT TO THE CONSTRUCTION MANAGER/ GENERAL CONTRACTOR SERVICES AGREEMENT WITH CORE CONSTRUCTION MANAGEMENT, INC., FOR THE POLICE HEADQUARTERS REMODEL AND EXPANSION PROJECT.

STAFF REPORT: Police Chief White noted that the original police station was built in 1999 and there were only 75 staff members, but now the police force has grown to 121 or 61.98% increase. He said that their restroom facilities were inadequate, three squads who don't have their own workspace, eight patrol sergeants share one office that has only six desks, but the space is only for four. He added that the proposed expansion remodel will provide additional desk space, lockers for all their employees, and adequate restrooms.

Police Captain Dave Hagar showed the pictures of the proposed plan and schematic design for the PD remodel and expansion project. In terms of the locker rooms, he said that they have projected how much they will need for at least the next five years. He explained the additional costs which include the Northern driveway approach and electronic access control worth \$207,747 as well as the precast stained wall for the fencing worth \$29,036. He said that there are additional alternates that they did not recommend such as additional windows for \$38,000, masonry and steel fence for \$270,854, ceiling baffles at entrance for \$25,381, and additional personal storage lockers for \$10,770. He noted that the Council already approved the ARPA funding for \$4.5 million and the PD currently has \$478,124 in impact fees, and they request approval of and additional \$1,164,188 from the General Fund. As a result, Captain Hagar said the PD is requesting approval of the gross maximum price for CORE construction worth \$5,453,336, the builder contingency worth \$148,927, and inspections worth \$688,977 for a total project cost of \$6,142,312. He said that they have done enough work to ensure that they will not apply for any change orders.

DISCUSSION:

Councilmember McEvers inquired if the City has available funds, to which Mr. Tymesen replied that as of September 30, 2023, the city's General Fund balance has grown year over year because all the departments were having savings and the Police Department, being the largest department, does not stay full staffed. Mr. Tymesen said that there is \$12.9 Million in the general fund balance that is not assigned, hence if Council will approve the \$1,164,188 to come from the fund balance, then it will lower the fund balance to \$11,779,000 which is acceptable 20% cash available and meets the General Finance Officer Association guidelines. Councilmember Gookin said that he is in support of spending the fund balance if it's for a capital item expense. He added that he is willing to put the funds into the project for the windows. Councilmember Wood supported the idea of adding the windows and said that the project should absolutely move forward.

MOTION: Motion by Gookin, seconded by Wood, to approve **Resolution No. 24-024** - Approval of the Guaranteed Maximum Price Amendment with CORE Construction Management, Inc., in the amount of \$5,453,335 for the Police Headquarters Remodel and Expansion project, and

Approval of the Guaranteed Maximum Project Cost of \$6,142,312, and to include \$38,000 for the windows remodel.

ROLL CALL: McEvers Aye; Gookin Aye; English Aye; Wood Aye; Evans Aye. **Motion carried.**

RESOLUTION NO. 24-025

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING A COMPENSATION PROJECT PROPOSAL WITH AMERIBEN, HUMAN RESOURCE CONSULTING, TO REVIEW ALL FLSA EXEMPT CLASSIFICATIONS.

STAFF REPORT: Human Resource Director Melissa Tosi noted that the last classification and compensation study for the City was completed in 2017 and since then, the Human Resources has done many analyses of hourly classifications to ensure market and internal equity. She said that the FLSA exempt salaried positions would benefit from an outside review due to the higher wages, the larger percentage difference between pay grades, an updated review on paygrade leveling, and incorporating the Police Captains into the pay structure. She added that this compensation project will look at FLSA exempt positions which range from pay grade 14 to pay grade 21 which is approximately 35 classifications. She explained that the Police Captain classification is the only exempt classification that is leveled outside the City's structure. Ms. Tosi said that Ameriben Human Resource Consulting will provide the City with the following: job valuation for internal equity; pay structure chart refinement; and executive summary final report of all completed tasks, methodology, findings, and recommendation. She shared that the completion timeline is 60 days and the proposed cost for the project is \$9,875 to be paid from fund balance.

DISCUSSION:

Councilmember Gookin asked when the last time that the City has done a classification study, to which Ms. Tosi replied that the full class compensation study was done eight years ago which was more expensive at about \$40,000. She said that the job descriptions are reviewed annually, and adjustments are made. Councilmember Wood said that she is supportive of the concept but requested at least two more weeks to review the proposal. Ms. Tosi shared that she is subscribed to the Northwest Data Exchange which is an external data for comparison of positions and ranges. She added that the consulting firm noted that if the City were to go another step further and pull job descriptions comparisons, it will cost an additional \$6,000 while a full comparison of job descriptions with all the classifications will cost an additional \$12,000. Councilmember McEvers asked if this is a comparison to what they are making in performing their jobs, to which Ms. Tosi explained that the internal comparison is looking at internal equity but also looking at the external market. She further explained that internal equity is looking at common comparisons such as liability, responsibility, supervision, and then comparing the positions to each other. She added that in the comparable, they are looking at cities in Idaho with the same population or same set-up as Boise, Twin Falls, City of Pocatello, Meridian, Kootenai County, and City of Spokane.

MOTION: Motion by Wood, seconded by Gookin, to table **Resolution No. 24-025** – Approval of compensation project proposal with Ameriben, Human Resource Consulting, to review all FLSA exempt classifications for discussion in the April 16, 2024 Council Meeting.

ROLL CALL: Gookin Aye; English Aye; Wood Aye; Evans Aye; McEvers Aye. **Motion carried.**

RESOLUTION NO. 24-026

A RESOLUTION OF THE CITY OF COEUR D’ALENE, KOOTENAI COUNTY, IDAHO, AMENDING RULE 11, SECTION 12, OF THE CITY OF COEUR D’ALENE PERSONNEL RULES, RETIREMENT CONSULTATION BENEFIT.

STAFF REPORT: Human Resource Director Melissa Tosi noted that the retirement consultation benefit is a discretionary benefit that is available to eligible retirees if there is an identifiable need for consultant services. She said that this benefit has been utilized and approved in the past and the department heads has been responsible for tracking the hours and projects the retiree has consulted on. She added that currently, the benefit pays the retiree/consultant \$1,000 over 24 months for their consulting services. Ms. Tosi explained that the amendment will modify the payment method to compensate the retiree at \$100 per hour for their submitted hours each month, up until they reach the maximum benefit of \$24,000 or they reach the conclusion of the two agreements, whichever occurs first. She said that history would show that as time goes on, the need for consulting typically decreases, hence by amending the Personnel Rules, it would be clear from the beginning that the retiree/consultant will only be paid for hours worked. She added that the proposed amendments have been discussed by the Executive Team and posted for all employees to review as well as sent to the Fire Union, Police Association, and Lake City Employees’ Association with no concerns noted.

DISCUSSION:

Councilmember McEvers asked how often this is used and if it’s a budgeted item and Ms. Tosi replied that it’s a budgeted item, and it was used a couple of times in the last five years but not very often because it should be for a specific need and the employee has to have a specialized consulting field. Mayor Hammond said that the advantage of the retiree is that they enjoy the benefit of the total amount through the VEBA, otherwise they will have to pay taxes. Councilmember Wood inquired regarding the feedback of the employees’ associations on the proposed amendments, to which Ms. Tosi replied that she sent the language to them a couple of months ago, but she did not hear back from them. She added that she discussed it with the Executive Team, and they are in support of the amendments.

MOTION: Motion by Gookin, seconded by McEvers, to approve **Resolution No. 24-026** – Approval of amendments to Personnel Rule 11, Section 12, Retirement Consultation Benefit.

ROLL CALL: Gookin Aye; English Aye; Wood Aye; Evans Aye; McEvers Aye. **Motion carried.**

RESOLUTION NO. 24-027

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING A CONTRACT WITH MELISSA COLE FOR THE DESIGN, FABRICATION, AND INSTALLATION OF PUBLIC ART ENTITLED "GREEN ENERGY DRAGON" AT THE WASTEWATER TREATMENT FACILITY BIOGAS FLARE.

STAFF REPORT: City Accountant Stephanie Padilla noted that the Arts Commission issued a national request for artist qualifications on August 22, 2023, for the installation of public art at the Advance Wastewater Treatment Facility (AWTF) incorporating biogas flare located near the Centennial Trail and the Spokane River on the AWTF property. She shared that the City received a total of 46 artists submissions which was narrowed down to four finalists who were offered to submit details and a maquette of their proposed art piece. Ms. Padilla said that the Selection Committee met on March 21, 2024, to review the public votes and chose artist Melissa Cole of Spokane, WA and her art proposal entitled "Green Energy Dragon." She explained that Ms. Cole has a background in Biology so the mosaic that she is proposing will run the length of the dragon and has the symbols of biogas, which will be good for educational purposes when students come for tours. She added that the recommendation was then presented to the Arts Commission at their meeting on March 26, 2024, where the Commission voted unanimously to recommend to the Council to approve a contract with Melissa Cole in the amount of \$75,000.00. Lastly, she said that a recommendation to name the dragon "Sid" after the longtime Wastewater Superintendent, was also unanimously approved by the Commission. According to Ms. Padilla, the artwork is scheduled for completion and installation in October 2024.

DISCUSSION:

Councilmember McEvers asked how the public art is funded, with Ms. Padilla explaining that it will come from ignite funding. She noted that ignite is providing 2% a year from the River District. Councilmember Gookin said that he was also asked the same question on funding, and he would say that for every public arts project, a percentage of the fund is also set aside for maintenance of the art. He said that the Green Energy Dragon is his favorite art piece; however, he requested that in succeeding projects to the Council be provided all the submittals during presentation so they can confirm rather than just being asked to accept.

MOTION: Motion by Evans, seconded by English, to approve **Resolution No. 24-027** – Approval of a contract with Melissa Cole for the design, fabrication, and installation of public art entitled "Green Energy Dragon" at the Advanced Wastewater Treatment Facility biogas flare in the amount of \$75,000.00. name Sid.

ROLL CALL: Gookin Aye; English Aye; Wood Aye; Evans Aye; McEvers Aye. **Motion carried.**

RESOLUTION NO. 24-028

A RESOLUTION OF THE CITY OF COEUR D’ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH EMERGE CDA, INC., TO PROVIDE STUDENT SCHOLARSHIPS FOR ART CLASSES.

STAFF REPORT: City Administrator Troy Tymesen noted that Emerge CDA is an Idaho non-profit company located in Coeur d’Alene and was organized in part to benefit the community through arts education and artist development. He said that through the MOU, the City and Emerge will promote their mutual interests and goals by providing a \$25,000 scholarship program per year from the Art Fund to assist young artists to attend classes for the development of their artistic talents. Mr. Tymesen pointed out that the scholarship will be awarded to young artists from 7 to 18 years old. He shared that Emerge has several classes for the month of April such as ceramic throw down, pottery, crochet, and dance. He added that the scholarship will be between \$75 to \$125 per student.

DISCUSSION:

Councilmember McEvers asked if there are any other scholarships being offered from the Art Fund to which Mr. Tymesen replied that another Councilmember suggested to have scholarships for theater or performing arts which they are looking into, but it is not in place at this point. Councilmember Gookin said that Councilmember Miller wanted to mention about offering scholarship on performing arts. He inquired if there will be opportunities in the future for performing arts such as music, to which Mr. Tymesen replied that it will be a good opportunity to work with Emerge since they have a great space in their facility. Councilmember Evans said that she fully supports this program and thanked Mr. Tymesen, Ms. Padilla, Mr. Adams, and Ms. Jeni Hegsted of Emerge CDA for the working with the City for this scholarship program.

MOTION: Motion by English, seconded by Evans, to approve **Resolution No. 24-028** – Approval of a Memorandum of Understanding with Emerge CDA, Inc., to provide student scholarships for art classes in the amount of \$25,000.00.

ROLL CALL: Gookin Aye; English Aye; Wood Aye; Evans Aye; McEvers Aye. **Motion carried.**

ADJOURNMENT: Motion by Wood, seconded by Evans that there being no other business this meeting be adjourned. **Motion carried.**

The meeting adjourned at 7:58p.m.

James Hammond, Mayor

ATTEST:

Jo Anne Mateski
Executive Assistant

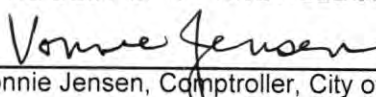
APR 08 2024

CITY OF COEUR D'ALENE
Treasurer's Report of Cash and Investment Transactions

CITY CLERK

FUND	BALANCE 2/29/2024	RECEIPTS	DISBURSE- MENTS	BALANCE 3/31/2024
<u>General-Designated</u>	\$7,495,626	\$1,169,701	\$1,279,710	\$7,385,617
<u>General-Undesignated</u>	13,279,639	5,692,517	8,481,263	10,490,893
<u>Special Revenue:</u>				
Library	436,159	20,840	165,690	291,309
CDBG	(29,288)	7,208	8,157	(30,238)
Cemetery	161,749	18,736	19,915	160,570
Parks Capital Improvements	1,190,641	132,469	155,666	1,167,444
Impact Fees	6,355,714	152,631	40,667	6,467,678
Annexation Fees	567,333	2,428	-	569,761
American Recovery Plan	5,665,522	-	-	5,665,522
Cemetery P/C	1,157,341	11,483	6,468	1,162,356
Jewett House	112,122	8,404	17,540	102,986
Reforestation	17,291	74	-	17,365
Street Trees	155,495	6,065	-	161,560
Community Canopy	2,493	11	-	2,504
Public Art Fund	49,619	212	-	49,831
Public Art Fund - ignite	453,116	1,939	-	455,056
Public Art Fund - Maintenance	130,990	561	-	131,551
<u>Debt Service:</u>				
2015 G.O. Bonds	639,160	8,639	-	647,799
<u>Capital Projects:</u>				
Street Projects	1,549,261	6,630	84,780	1,471,112
Riverstone Mill Site Project	-	-	-	-
<u>Enterprise:</u>				
Street Lights	66,587	67,941	60,375	74,153
Water	3,398,989	456,138	571,783	3,283,344
Water Capitalization Fees	5,884,873	94,435	-	5,979,308
Wastewater	21,118,446	1,426,006	1,743,862	20,800,590
Wastewater-Equip Reserve	270,159	27,500	-	297,659
Wastewater-Capital Reserve	5,500,000	-	-	5,500,000
WWTP Capitalization Fees	3,874,054	347,664	-	4,221,719
WW Property Mgmt	59,973	-	-	59,973
Sanitation	884,284	620,743	635,165	869,862
Public Parking	987,011	41,303	87,763	940,552
Drainage	1,320,198	106,546	105,658	1,321,087
Wastewater Debt Service	690,665	2,956	1,250	692,371
<u>Fiduciary Funds:</u>				
Kootenai County Solid Waste Billing	246,074	283,029	246,074	283,029
KCEMSS Impact Fees	1,188	20,495	18,831	2,852
Police Retirement	474,602	6,281	15,535	465,348
Sales Tax	2,261	3,320	2,261	3,320
BID	422,017	5,356	-	427,373
Homeless Trust Fund	446	643	446	643
GRAND TOTAL	\$84,591,812	\$10,750,903	\$13,748,860	\$81,593,856

I HEREBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE, ON THE CASH BASIS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.


 Vonnie Jensen, Comptroller, City of Coeur d'Alene, Idaho

CITY OF COEUR D'ALENE
BUDGET STATUS REPORT
SIX MONTHS ENDED
March 31, 2024

RECEIVED

APR 08 2024

CITY CLERK

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 3/31/2024	PERCENT EXPENDED
Mayor/Council	Personnel Services	\$266,305	\$121,018	45%
	Services/Supplies	10,128	4,811	48%
Administration	Personnel Services	241,168	116,019	48%
	Services/Supplies	2,590	105	4%
Finance	Personnel Services	847,769	396,681	47%
	Services/Supplies	713,940	688,004	96%
Municipal Services	Personnel Services	1,528,562	685,929	45%
	Services/Supplies	1,048,123	922,398	88%
	Capital Outlay	18,000	10,668	59%
Human Resources	Personnel Services	362,646	177,368	49%
	Services/Supplies	136,559	80,825	59%
Legal	Personnel Services	1,317,913	629,799	48%
	Services/Supplies	63,000	82,806	131%
Planning	Personnel Services	755,763	366,051	48%
	Services/Supplies	54,050	21,866	40%
	Capital Outlay			
Building Maintenance	Personnel Services	355,212	176,333	50%
	Services/Supplies	315,600	217,476	69%
	Capital Outlay	31,000	40,335	130%
Police	Personnel Services	17,977,696	8,361,485	47%
	Services/Supplies	1,932,595	777,663	40%
	Capital Outlay	1,929,000	496,712	26%
Fire	Personnel Services	12,637,563	6,368,213	50%
	Services/Supplies	949,774	340,022	36%
	Capital Outlay			
General Government	Services/Supplies	2,019,067	665,722	33%
	Capital Outlay			
Police Grants	Personnel Services	91,364	44,670	49%
	Services/Supplies		2,830	
	Capital Outlay		48,277	
CdA Drug Task Force	Services/Supplies			
	Capital Outlay			
Streets	Personnel Services	3,525,902	1,788,870	51%
	Services/Supplies	2,965,163	635,987	21%
	Capital Outlay	750,000	1,580,775	211%
Parks	Personnel Services	2,154,256	934,612	43%
	Services/Supplies	751,710	262,007	35%
	Capital Outlay	107,026	70,297	66%
Recreation	Personnel Services	669,375	314,623	47%
	Services/Supplies	159,950	47,303	30%
	Capital Outlay			

CITY OF COEUR D'ALENE
 BUDGET STATUS REPORT
 SIX MONTHS ENDED
 March 31, 2024

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 3/31/2024	PERCENT EXPENDED
Building Inspection	Personnel Services	1,102,433	491,026	45%
	Services/Supplies	44,309	16,219	37%
	Capital Outlay			
Total General Fund		<u>57,835,511</u>	<u>27,985,803</u>	<u>48%</u>
Library	Personnel Services	1,648,968	780,414	47%
	Services/Supplies	220,000	108,585	49%
	Capital Outlay	190,000	69,561	37%
CDBG	Personnel Services	87,021	22,677	26%
	Services/Supplies	302,942	34,263	11%
Cemetery	Personnel Services	226,159	109,458	48%
	Services/Supplies	139,150	43,269	31%
	Capital Outlay			
Impact Fees	Services/Supplies	63,000	186,716	296%
Annexation Fees	Services/Supplies	520,000	520,000	100%
Parks Capital Improvements	Capital Outlay	710,060	226,569	32%
Cemetery Perpetual Care	Services/Supplies	4,500	2,236	50%
Jewett House	Services/Supplies	28,615	156,496	547%
Reforestation	Services/Supplies	6,500	6,265	96%
Street Trees	Services/Supplies	112,000	14,675	13%
Community Canopy	Services/Supplies	1,500		
Public Art Fund	Services/Supplies	239,500	16,837	7%
		<u>4,499,915</u>	<u>2,298,020</u>	<u>51%</u>
Debt Service Fund		<u>876,307</u>	<u>17,436</u>	<u>2%</u>

CITY OF COEUR D'ALENE
BUDGET STATUS REPORT
SIX MONTHS ENDED
March 31, 2024

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 3/31/2024	PERCENT EXPENDED
Atlas - Kathleen to Newbrook	Capital Outlay	1,010,734		
Traffic Calming	Capital Outlay	40,000	8,895	22%
Public Transit Sidewalk Accessibility	Capital Outlay	204,999	269,258	131%
Ramsey Road Rehabilitation	Capital Outlay			
15th Street	Capital Outlay	2,300,000	214,010	9%
LHTAC Pedestrian Safety	Capital Outlay	873,245		
Atlas Waterfront Project	Capital Outlay			
Wilbur / Ramsey Project	Capital Outlay	169,595	5,000	3%
Government Way	Capital Outlay		8,000	
LaCrosse Ave. Improvements	Capital Outlay		79,724	
		<u>4,598,573</u>	<u>584,886</u>	<u>13%</u>
Street Lights	Services/Supplies	760,200	364,903	48%
Water	Personnel Services	3,005,767	1,309,241	44%
	Services/Supplies	5,748,776	912,787	16%
	Capital Outlay	5,717,240	1,210,533	21%
Water Capitalization Fees	Services/Supplies	3,000,000		
Wastewater	Personnel Services	3,402,504	1,546,450	45%
	Services/Supplies	8,680,182	1,566,459	18%
	Capital Outlay	12,237,000	3,461,581	28%
	Debt Service	3,512,941	484,050	14%
WW Capitalization	Services/Supplies	3,499,100		
Sanitation	Services/Supplies	5,315,582	2,474,496	47%
Public Parking	Services/Supplies	1,778,929	631,625	36%
	Capital Outlay			
Drainage	Personnel Services	262,860	125,566	48%
	Services/Supplies	1,189,030	216,824	18%
	Capital Outlay	1,143,000	167,166	15%
Total Enterprise Funds		<u>59,253,111</u>	<u>14,471,683</u>	<u>24%</u>
Kootenai County Solid Waste		3,115,000	1,336,881	43%
KCEMSS Impact Fees			14,989	
Police Retirement		146,000	72,374	50%
Business Improvement District		176,200	61,200	35%
Homeless Trust Fund		10,000	2,882	29%
Total Fiduciary Funds		<u>3,447,200</u>	<u>1,488,326</u>	<u>43%</u>
TOTALS:		<u>\$130,510,617</u>	<u>\$46,846,155</u>	<u>36%</u>

I HEREBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE, ON THE CASH BASIS, ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.



Vonnice Jensen, Comptroller, City of Coeur d'Alene, Idaho

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CITY CLERK

City of Coeur d Alene
Cash and Investments
3/31/2024

Description	City's Balance
U.S. Bank	
Checking Account	2,193,580
Checking Account	70,519
Checking Account	65,286
Investment Account - Police Retirement	407,947
Investment Account - Cemetery Perpetual Care Fund	1,156,752
Idaho Central Credit Union	
Certificate of Deposit	1,052,562
Idaho State Investment Pool	
State Investment Pool Account	44,813,236
Spokane Teacher's Credit Union	
Certificate of Deposit	6,240,191
Numerica Credit Union	
Certificate of Deposit	9,850,699
Money Market	15,741,733
Cash on Hand	
Treasurer's Change Fund	1,350
Total	<u>81,593,856</u>

I HEREBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE
ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.



Vonnice Jensen, Comptroller, City of Coeur d'Alene, Idaho

DATE: APRIL 16, 2024
TO: MAYOR AND CITY COUNCIL
FROM: PLANNING DEPARTMENT
RE: SETTING OF PUBLIC HEARING DATE: MAY 21, 2024

Mayor Hammond,

The Planning Department has forwarded the following item to the City Council for scheduling of a public hearing. In keeping with state law and Council policy, the Council will set the date of the public hearing upon receipt of recommendation.

MAY 21, 2024:

ITEM NUMBER: ZC-1-24

REQUEST: GS4 Property, LLC, is requesting a zone change from a NC (Neighborhood Commercial) to C-17.

LOCATION: SE corner of the intersection of 15th Street and Best Ave.

COMMISSION ACTION: On January 9, 2024, the Planning and Zoning Commission voted unanimously to find that the requested zone change does not comply with the required evaluation criteria and recommended that the City Council not adopt the C-17 zoning.

Please note the City Code (§ 17.09.130(E)) states that a rezone request would only continue on to the City Council if the Planning and Zoning Commission recommends approval. However, the City Attorney and Community Planning Director have determined that the item needs to continue on to City Council for the governing board to make the final determination on the rezone in order to be in compliance with Idaho Code § 67-6511(2)(b), which provides: “After considering the comprehensive plan and other evidence gathered through the public hearing process, the zoning or planning and zoning commission may recommend and the governing board may adopt or reject an ordinance amendment” (Emphasis added.)

OTHER BUSINESS

**CITY COUNCIL
STAFF REPORT**

DATE: **APRIL 16, 2024**

FROM: **MELISSA TOSI; HUMAN RESOURCES DIRECTOR**

SUBJECT: **COMPENSATION PROJECT PROPOSAL FOR FLSA EXEMPT
CLASSIFICATIONS**

Decision Point: Should Council approve the compensation project proposal with Ameriben, Human Resource Consulting, to review all FLSA exempt classifications?

History: The last classification and compensation study done for the City was completed in 2017. Since then, Human Resources has done many analyses of hourly classifications to ensure market and internal equity. The FLSA exempt salaried positions would benefit from an outside review due to the higher wages, the larger percentage difference between pay grades, an updated review on pay grade leveling, and incorporating the Police Captains into our pay structure. The Police Captain classification is the only exempt classification that is leveled outside the City's structure.

At project completion, Ameriben will provide the City of Coeur d'Alene with the following:

1. Job valuation for internal equity. A report with a summary of the job valuation analysis and recommended grade level placement for each of the FLSA exempt positions. This may include a recommendation for an expansion or contraction of the existing pay grades.
2. Pay structure chart refinement. Recommendations as needed to align revised grade levels with the existing pay structure.
3. Executive summary final report of all completed tasks, methodology, findings, and recommendation.

Once the project is started, the anticipated completion timeline is 60 days.

Financial: On a standard basis, Ameriben charges \$225 per review of a classification and includes any recommendations or changes to job description language and leveling based on external and internal equity. The City has 35 exempt positions which will total \$7,875. An additional \$2,000 will be included in the fee proposal for the overall pay structure review and recommendations. The total proposed cost for the project is \$9,875.

Performance Analysis: This compensation project concept was discussed with Council last year, receiving support at the time. However, this project is not currently included in the fiscal year 2023-2024 budget and, therefore, if approved by Council, the project would be paid using the City's fund balance. By doing this project now, Council would be able to consider the recommendations prior to finalizing the fiscal year 2024-2025 budget.

Decision Point/Recommendation: Council should approve the compensation project proposal with Ameriben, Human Resource Consulting, to review all FLSA exempt classifications.



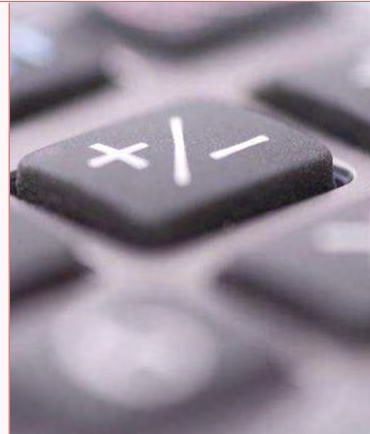
Compensation Project Proposal

Review of FLSA Exempt positions

03.25.2024

Background

1. Last overall City compensation and classification project was completed in 2017.
2. FLSA exempt positions are pay grade 21 – 14.
3. Approximately 35 FLSA exempt positions.
4. Incorporate Police Captains into leveling.



2

Kinds & Levels Chart

City of Coeur d'Alene
Kinds and Levels Chart Updated: 1/08/2024

Pay Grade	Administration Legal Municipal Services	PW Water Wastewater Streets & Engineering	Public Safety	Parks & Recreation Library	Community Development Building
21	City Administrator				
20	Legal Services Dir./City Attorney		Police Chief Fire Chief		
19	Finance Director/Treasurer Human Resources Director Municipal Services Dir./City Clerk Chief Deputy City Attorney				
18		Streets & Engineering Director Wastewater Director Water Director	Deputy Fire Chief	Parks & Recreation Director Library Director	Community Planning Director
17	Comptroller IT Database Application Developer Deputy City Attorney	City Engineer/Lead Project Mgr			Building Official
16	IT Network Systems Administrator				
15	Assistant City Attorney	Lab & Pretreatment Supervisor Asst. Wastewater Director Asst. Water Director Asst. Streets & Eng. Director Engineering Project Manager Capital Program Manager Utilities Project Manager	IT Sys. Analyst Coordinator	Parks Superintendent Recreation Superintendent	
14	Accountant Network Specialist	Chief Wastewater Operator Collection Supervisor Asst. Project Manager		Building Maintenance Superintendent	Sr. Bldg. Inspector/Plans Examiner Senior Planner

3

Project Deliverables

1. Job Valuation for Internal Equity
 - Recommended grade level placement
 - May include expansion or contraction of existing pay grades
2. Pay Structure Chart Refinement
 - Recommendations as needed to align revised grade levels with the existing pay structure
3. Executive Summary Final Report



Anticipated timeline = 60 days

Fee proposal = \$9,875

4



Summary

- Reviewing the exempt positions leveling was discussed with Council last year, receiving support at that time.
- This project cost is currently not included in the current budget. If approved, the project cost will be paid using the City's fund balance.
- By completing the project now, Council would be able to consider the recommendations as we move through discussions with the fiscal year 2024-2025 budget.

5

RESOLUTION NO. 24-025

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING A COMPENSATION PROJECT PROPOSAL WITH AMERIBEN, HUMAN RESOURCE CONSULTING, TO REVIEW ALL FLSA EXEMPT CLASSIFICATIONS.

WHEREAS, the Human Resources Director for the City of Coeur d'Alene has recommended that the City of Coeur d'Alene approve a Compensation Project Proposal with AmeriBen, Human Resource Consulting, to review all FLSA exempt classifications, pursuant to the terms and conditions set forth in the Proposal, a copy of which is attached hereto as Exhibit "A" and by reference made a part hereof; and

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof to enter into such Agreement.

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City approve a Compensation Project Proposal with AmeriBen, Human Resource Consulting, to review all FLSA exempt classifications, in substantially the form attached hereto as Exhibit "A" and incorporated herein by reference, with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify said Proposal to the extent the substantive provisions of the Proposal remain intact.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be and they are hereby authorized to execute such Proposal on behalf of the City.

DATED this 16th day of April, 2024.

James Hammond, Mayor

ATTEST:

Renata McLeod, City Clerk

Motion by _____, Seconded by _____, to adopt the foregoing resolution.

ROLL CALL:

COUNCIL MEMBER ENGLISH Voted

COUNCIL MEMBER MILLER Voted

COUNCIL MEMBER GOOKIN Voted

COUNCIL MEMBER EVANS Voted

COUNCIL MEMBER MCEVERS Voted

COUNCIL MEMBER WOOD Voted

_____ was absent. Motion _____.



“Changing lives by developing great leaders in family, business, community, and the world.”

Compensation Project Proposal

City of Coeur d’Alene
2023-2024

Background

The City of Coeur d’Alene presently has approximately 35 total FLSA exempt classifications. The City has requested a review of the job descriptions for each of these exempt positions and to provide proposed leveling for each.

The City reports that the job descriptions for each of these exempt positions are up to date.

Additionally, the City of Coeur d’Alene is seeking guidance on pay structure best practices and recommendations for addressing grade level differences.

In support of this request, AmeriBen is pleased to present the following to the City of Coeur d’Alene.

Project Scope and Steps

Job Valuation for Internal Equity

A review of *Internal Equity* establishes a hierarchy of jobs across occupational categories and levels of responsibility. In the job valuation process, AmeriBen reviews job descriptions analyzing the whole job, including the primary functions, duties, and responsibilities and the minimum qualifications. **Every job is reviewed and evaluated as though it is vacant: the incumbent’s personal skills, education, or experience is not considered.** Jobs are reviewed in compliance with the Equal Pay Act to determine level of effort, skill, responsibility, and working conditions associated with the job. We also consider the level of communication and customer service; supervision given and received; problem-solving and innovation; and decision-making. In the job review process, AmeriBen reviews the class specification or job description and other associated information, as well as other descriptions within the same job series (if they exist) and/or other positions in the associated and surrounding pay levels.

A summary of the job valuation analysis and a recommended grade will be written for each of the 35 exempt positions. The FLSA classification is presumed to be exempt, if in the process of the job evaluation process AmeriBen notices any positions that would be better classified as nonexempt, this information will be communicated to the City’s HR Director.

Anticipated project timeline for this phase of the project is approximately 45-60 days. AmeriBen can begin work on this project on March 1, 2024.



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Pay Structure Chart/Refinement

AmeriBen will work with key stakeholders to apply The City of Coeur d'Alene's **pay philosophy** (how employees should be recognized and rewarded for their contributions, while still having a competitive salary structure to attract and retain staff). Based on the pay philosophy that has been determined, AmeriBen can recommend best practice adjustments to The City of Coeur d'Alene's pay structures.

Anticipated timeline for this phase of the project is approximately 60 days.

Not included in the Project

- External comparison to other entities.
- Validation of position descriptions through interviews or review of Position Description Questionnaires.
- On-site visit and presentation to City Leaders.
- Detailed review of salary administration guidelines.

Project Deliverables

At project completion, AmeriBen will provide The City of Coeur d'Alene with the following:

1. **Job Valuation for Internal Equity**
 - A report with a summary of the job valuation analysis and recommended grade level placement for each of the 35 exempt positions, this report may include expansion or contraction of the existing pay grades.
2. **Pay Structure Chart Refinement:**
 - Recommendations as needed to align revised grade levels with the existing pay structure.
3. **Executive Summary Final Report** of all completed tasks, methodology, findings, and recommendations.

The draft final report will be presented to the designated leader (HR Director) at the City of Coeur d'Alene for review, prior to completion, for questions and suggestions. The final report will then be presented to the City of Coeur d'Alene.



“Changing lives by developing great leaders in family, business, community, and the world.”

Fee Proposal

This fee includes all mutually agreed-upon meetings and deliverables as described above. Any changes may result in a change in the proposed fee and will be by written mutual agreement.

• Job valuation and summary @ \$225 * 35	\$ 7,875
• Pay structure review and recommendations (estimated 12-15 hours)	\$ 2,000
• <i>Report and findings preparation included in the above</i>	-
	\$9,875 total

Pricing is effective through April 2024

Pricing

Any changes in scope will be mutually agreed upon and price will be adjusted accordingly. Any additional cost will be pre-approved by client.

Billing

To be billed 50% when the project begins and the balance at project completion.

Agreement

Authorized Signature, Title	Date	Brenda Blitman, Sr. HR Consultant	Date
THE CITY OF COEUR D'ALENE, INC		AMERIBEN HR CONSULTING	01/29/24

**CITY COUNCIL
STAFF REPORT**

DATE: APRIL 16, 2024
FROM: HILARY PATTERSON, COMMUNITY PLANNING DIRECTOR
SUBJECT: OFF-SITE PARKING AGREEMENT FOR 2919 N. HEARTWOOD RD

DECISION POINT: Should Council should approve a Parking Agreement for 2919 N. Heartwood Road to allow for commercial parking located off-site on adjacent properties?

HISTORY: Atlas Waterfront Planned Unit Development (PUD) Areas 3 and 4 were purchased by Toll Brothers for development of townhouses and one commercial building. Toll Brothers will be constructing a 1,128 square foot commercial building in Area 4 of the Atlas Waterfront project for a restaurant/retail use. The Atlas Waterfront PUD and Request for Proposals process required that the project include a mixed use or commercial use on the southeast corner of Area 4 with 500 square feet minimum of retail/restaurant on the ground floor. The site was designed to have all parking for the townhouses be located in garages off of the alley. The commercial parcel is not large enough to accommodate onsite parking for the use; however, the four adjacent townhouse parcels to the north of the commercial parcel have been designed with adequate space behind the structures to provide for exclusive parking for the commercial use and a two-way drive aisle to accommodate parking and access for both the residential and commercial uses. A building permit for the commercial building has been submitted and reviewed, but cannot be signed off on until the parking requirement has been satisfied. Having off-site parking for the commercial use requires a Parking Agreement that must be reviewed by the City Attorney, approved by the City Council, and recorded.

PERFORMANCE ANALYSIS: The City’s Municipal Code (M.C.) § 17.44.190 (Off Site Parking or Loading) allows for off street parking or loading spaces to be located on another lot, provided that the owner or owners of both lots prepare and execute to the satisfaction of the city attorney, an agreement, to be approved by the City Council and recorded with the county, guaranteeing that such parking and/or loading spaces will be maintained and reserved for the use served for the duration of said use. Off Site Parking for a commercial use shall be within four hundred feet (400’) of the lot containing the activity being served and within a zoning district that permits public parking lots (M.C. § 17.44.250).

Parking for the Atlas Waterfront project is determined by the Development Standards that have been approved as part of the PUD. The Atlas Waterfront Development Standards for Area 4 require 1 parking space per 250 square feet of floor area for food and beverage uses if over 1,000 square feet, and allows for up to 50% of the required parking to be provided in the public realm. Required ADA parking for the commercial use may not be provided in the public realm, but may be provided off-site if an accessible route can be provided. Based on the Area 4 parking requirement, the commercial use requires 4.5 parking spaces (round up to 5 parking spaces), but 50% or two (2) of those parking spaces may be provided in the public realm and can be subtracted from the required off-site parking spaces. This would require three (3) parking stalls, including the ADA stall, be provided onsite or off-site through a parking agreement. The proposed off-site commercial parking would provide four (4) parking stalls – three (3) standard parking stalls and one (1) ADA stall – which exceeds the parking requirements by one (1) parking stall. The four parking stalls will be solely for the use of the commercial property and its guests. The design and access for the

off-site parking has been reviewed for compliance by staff from the Streets & Engineering, Building, and Planning Departments. The four parking stalls and an accessible route for the ADA stall can be met with the proposed parking design if the Parking Agreement is approved. The Parking Agreement for the off-site parking for the commercial use would not remove or impair parking for the townhouses that will be built on Lots 9-12 of Block 11.

The ADA parking stall would be located within six feet (6') of the commercial property and the furthest parking stall would be less than eighty feet (80') away, which meets the code requirement. Additionally, the property where the off-site parking would be located is zoned C-17 PUD, which allows for public parking lots.

Attorney Peter Smith IV, Smith + Malek PLLC, has been retained by Toll Brothers. Mr. Smith prepared the Covenants, Conditions, and Restrictions Toll Brothers at Atlas Waterfront (CC&Rs) for the project and that has been recorded. He has also prepared an Access and Parking Easement and the attached Parking Agreement.

The Parking Agreement has been reviewed by City Attorney Randy Adams and satisfies all applicable Municipal Code requirements (§ 17.44.190 and § 17.44.250) regarding offsite and off-street parking. The Access and Parking Easement has also been reviewed and would appropriately provide for the commercial parking, in conjunction with the Parking Agreement.

Having the commercial parking in this location is the most efficient use of land, allows for the commercial space to be designed with desirable outdoor dining/public gathering space at the intersection of Atlas Road and Heartwood Road, screen the parking lot from view (which is a requirement of the Atlas Waterfront Development Standards), enable vehicles to exit the parking area in a forward fashion, and create the best option for an accessible route for the ADA stall.

Toll Brothers will grant an Access and Parking Easement across Lots 9-12 of Block 11 for the Commercial Property (Lot 13) and an exclusive right of the Commercial Lot to use the Parking Area as outlined in the Parking Agreement. In order to comply with Idaho law, the Access and Parking Easement shall be created and effective upon the conveyance of Lots 9-13 of Block 11 to any party other than the Declarant (Toll Brothers).

The Parking Agreement, if approved and recorded, will run with the land. The Parking Agreement outlines the maintenance obligations related to the parking area, including snow removal. The Parking Agreement and/or the Access and Parking Easement may only be terminated with the written consent of the City of Coeur d'Alene.

FINANCIAL ANALYSIS: The City's only cost is to administer this parking agreement request. Administration involves periodic monitoring of the use of the building and parking area, as needed, in coordination with the HOA and ignite cda.

DECISION POINT/RECOMMENDATION: Council should approve the Parking Agreement for 2919 N. Heartwood Road to allow for off-site commercial parking on adjacent properties.

Attachments:

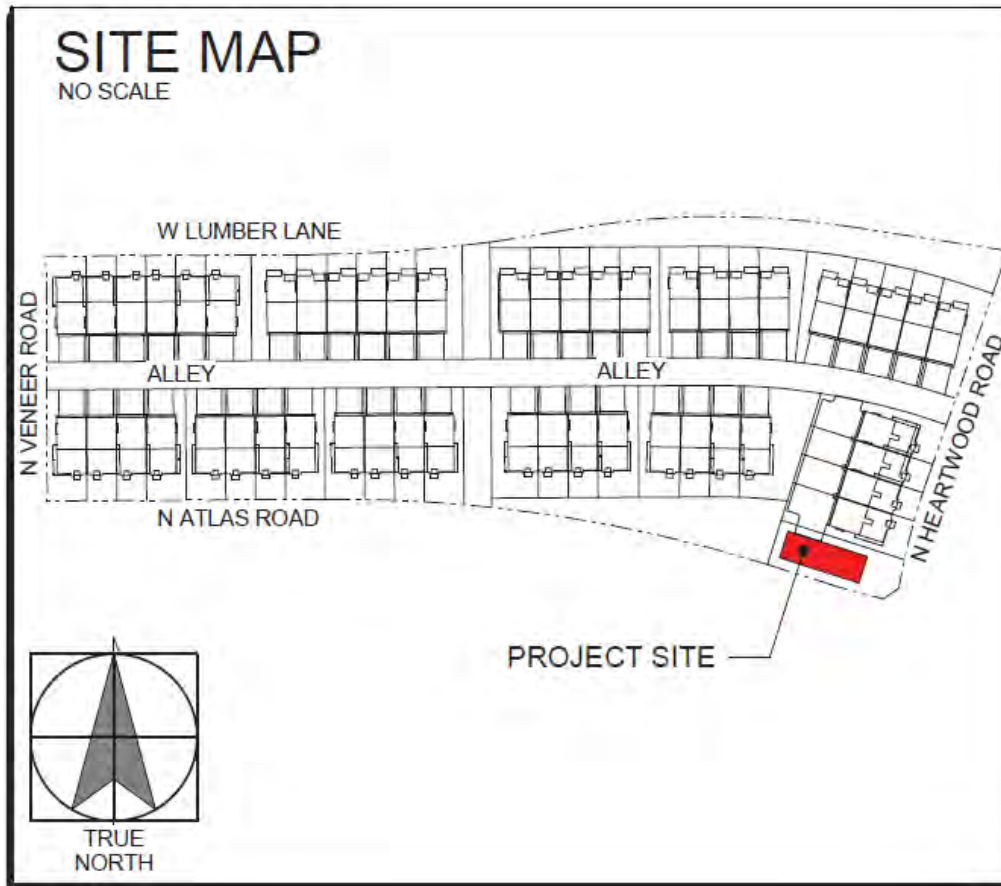
Exhibits

Proposed Parking Agreement

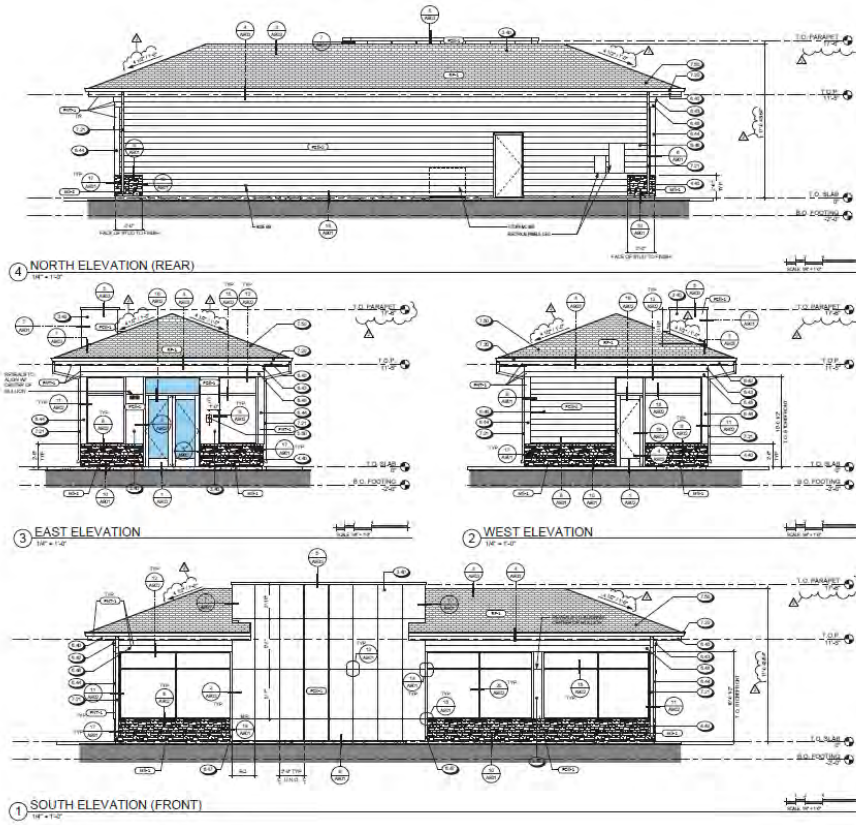
Atlas Waterfront Development Areas Key Plan:



Atlas Waterfront Area 4 Site Map (commercial site in red):



Proposed Commercial Building (1,128 SF):



ELEVATION GENERAL NOTES

1. ALL DIMENSIONS UNLESS OTHERWISE SPECIFIED ARE IN FEET AND INCHES.
2. UNLESS OTHERWISE NOTED, ALL MATERIALS AND FINISHES ARE TO BE AS SHOWN ON THESE ELEVATIONS.
3. SEE NOTES TO ARCHITECTURAL DRAWINGS FOR MATERIALS AND FINISHES.
4. ALL MATERIALS AND FINISHES ARE TO BE AS SHOWN ON THESE ELEVATIONS.
5. SEE NOTES TO ARCHITECTURAL DRAWINGS FOR MATERIALS AND FINISHES.
6. SEE NOTES TO ARCHITECTURAL DRAWINGS FOR MATERIALS AND FINISHES.
7. SEE NOTES TO ARCHITECTURAL DRAWINGS FOR MATERIALS AND FINISHES.
8. SEE NOTES TO ARCHITECTURAL DRAWINGS FOR MATERIALS AND FINISHES.
9. SEE NOTES TO ARCHITECTURAL DRAWINGS FOR MATERIALS AND FINISHES.
10. SEE NOTES TO ARCHITECTURAL DRAWINGS FOR MATERIALS AND FINISHES.

KEYNOTE LEGEND

KEYNOTE	DESCRIPTION
101	CONCRETE
102	BRICK
103	WOOD SIDING
104	GLASS
105	STEEL
106	ASPHALT
107	GRAVEL
108	PAVEMENT
109	ROOFING
110	INSULATION
111	STRUCTURAL STEEL
112	MECHANICAL
113	ELECTRICAL
114	PLUMBING
115	MECHANICAL
116	ELECTRICAL
117	PLUMBING
118	MECHANICAL
119	ELECTRICAL
120	PLUMBING

MATERIAL FINISH SYMBOLS

101 CONCRETE
 102 BRICK
 103 WOOD SIDING
 104 GLASS
 105 STEEL
 106 ASPHALT
 107 GRAVEL
 108 PAVEMENT
 109 ROOFING
 110 INSULATION
 111 STRUCTURAL STEEL
 112 MECHANICAL
 113 ELECTRICAL
 114 PLUMBING
 115 MECHANICAL
 116 ELECTRICAL
 117 PLUMBING
 118 MECHANICAL
 119 ELECTRICAL
 120 PLUMBING

DAHLLIN

1800 1st Street, Suite 100
 Bellevue, Washington 98004
 206.451.1000

Toll Brothers
 Member: Lumber Liquidators

**ATLAS 3 & 4 -
 COMMERCIAL
 (COLD SHELL)**
 (SEE 2024-2025)

ISSUE SET 06.02.20
 ADDITIONAL DATE (CPT) 06.02.20
 REVISIONS 2
 CITY REVISIONS 01-12-24

EXTERIOR ELEVATIONS

SHEET
A511

OFFSITE PARKING AGREEMENT FOR 2919 N. HEARTWOOD RD.



City Council
April 16, 2024

1

DECISION POINT

Should Council should approve a Parking Agreement for 2919 N. Heartwood Road to allow for offsite commercial parking on adjacent properties?

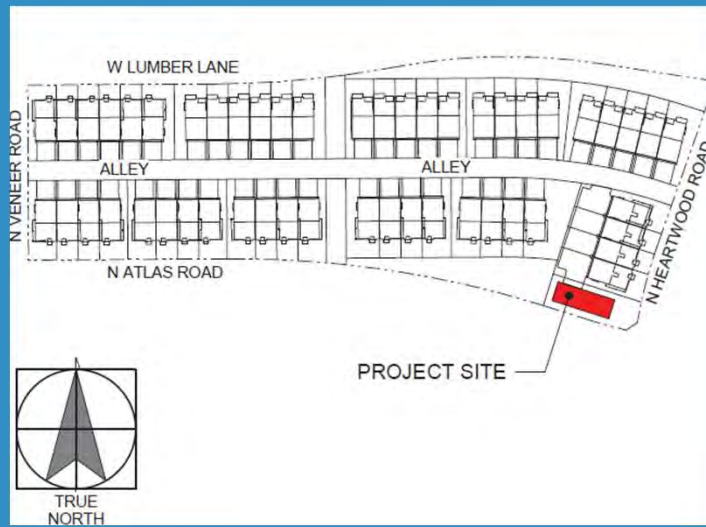
2

Atlas Waterfront Development Areas Key Plan:



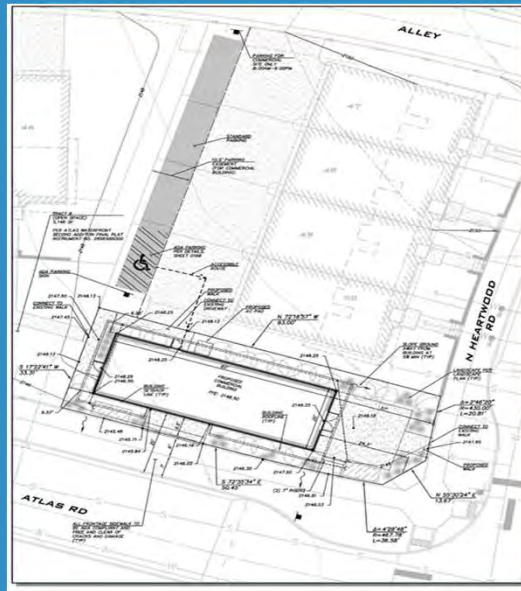
3

Area 4 Site Map:



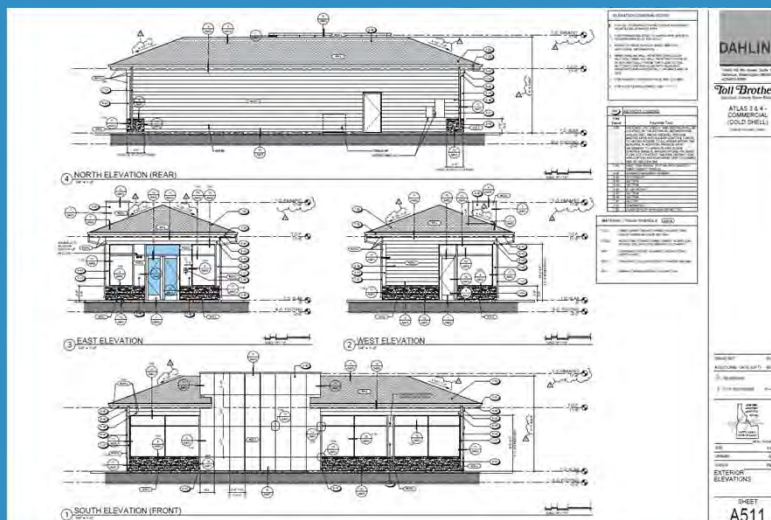
4

Site Plan Showing Offsite Parking:



5

Proposed Commercial Building (1,128 SF):



6

APPLICABLE CODES

Off Site Parking or Loading allows for off street parking or loading spaces to be located on another lot, provided that the owner or owners of both lots shall prepare and execute to the satisfaction of the city attorney, an agreement, to be approved by the City Council and filed with the county recorder, guaranteeing that such parking and/or loading spaces will be maintained and reserved for the use served for the duration of said use. **(M.C. 17.44.190)**

Off Site Parking for a commercial use shall be within four hundred feet (400') of the lot containing the activity being served and within a zoning district that permits public parking lots. **(M.C. 17.44.250)**

7

PERFORMANCE ANALYSIS

- M.C. requirements have been met for the location of the commercial parking, including an accessible route.
- PUD Development Standards have been exceeded for required commercial parking spaces.
- Commercial Parking would not impair the residential parking.
- The City Attorney has reviewed the Parking Agreement and associated Easement.
- Termination of the Parking Agreement and/or Access and Parking Easement shall only be terminated with written consent of the City.

8

DECISION POINT

Council should approve the Parking Agreement for 2919 N. Heartwood Road to allow for offsite commercial parking on adjacent properties.

9

QUESTIONS??



10

RESOLUTION NO. 24-029

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING A PARKING AGREEMENT BETWEEN TOLL SOUTHWEST, LLC, AND TOLL BROTHERS AT ATLAS WATERFRONT HOMEOWNERS ASSOCIATION, INC., FOR ACCESS AND PARKING FOR THE BENEFIT OF 2919 N. HEARTWOOD ROAD TO PROVIDE COMMERCIAL PARKING LOCATED ON ADJACENT PROPERTIES.

WHEREAS, the Planning Director of the City of Coeur d'Alene has recommended that the City approve a Parking Agreement between Toll Southwest, LLC, and Toll Brothers at Atlas Waterfront Homeowners Association, Inc., for the benefit of property located at 2919 N. Heartwood Road in order to provide commercial parking located on adjacent properties, pursuant to terms and conditions set forth in an agreement, a copy of which is attached hereto as Exhibit "A" and by reference made a part hereof, in accordance with Municipal Code §§ 17.44.190 and 17.44.250; and

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof to authorize such agreement.

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City approve a Parking Agreement between Toll Southwest, LLC, and Toll Brothers at Atlas Waterfront Homeowners Association, Inc., for the benefit real property located at 2919 N. Heartwood Road to allow access and parking located on adjacent properties, in substantially the form attached hereto as Exhibit "A" and incorporated herein by reference, with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify said agreement to the extent the substantive provisions of the agreement remain intact.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be and they are hereby authorized to execute such agreement on behalf of the City.

DATED this 16th day of April, 2024.

James Hammond, Mayor

ATTEST:

Renata McLeod, City Clerk

Motion by _____, Seconded by _____, to adopt the foregoing resolution.

ROLL CALL:

COUNCIL MEMBER EVANS Voted

COUNCIL MEMBER MILLER Voted

COUNCIL MEMBER GOOKIN Voted

COUNCIL MEMBER ENGLISH Voted

COUNCIL MEMBER MCEVERS Voted

COUNCIL MEMBER WOOD Voted

_____ was absent. Motion _____.

RECORDING REQUESTED BY:

SMITH + MALEK, PLLC
Attn: Peter J. Smith IV
601 E. Front Avenue, Suite 304
Coeur d'Alene, ID 83814

(Space Above For Recorder's Use)

PARKING AGREEMENT

This PARKING AGREEMENT ("**Parking Agreement**") is entered into this ___ day of _____, 2024 ("**Effective Date**"), by and between TOLL SOUTHWEST, LLC, a Delaware limited liability company ("**Declarant**"), and TOLL BROTHERS AT ATLAS WATERFRONT HOMEOWNERS ASSOCIATION, INC, an Idaho nonprofit corporation ("**Association**").

RECITALS

A. WHEREAS, Declarant has adopted that certain Declaration of Covenants, Conditions, and Restrictions Toll Brothers at Atlas Waterfront recorded February 2, 2023, as Instrument No. 2927799000, official records of Kootenai County, Idaho ("**Original Declaration**") and that First Amendment to the Original Declaration recorded April 19, 2023, as Instrument No. 2934376000, official records of Kootenai County, Idaho (together with the Original Declaration and any subsequent amendments thereto, "**Declaration**");

B. WHEREAS, the Declaration governs that certain real property located in Kootenai County, Idaho, known as Toll Brothers at Atlas Waterfront ("**Project**"). The Project is more particularly described in the plat recorded on April 21, 2022, as Instrument No. 2896986000, Book L, Page 708, official records of Kootenai County, Idaho ("**Plat**");

C. WHEREAS, the Declarant desires to comply with the Coeur d'Alene Municipal Code sections 17.44.190 and 17.44.250 regarding off site and off street parking;

D. WHEREAS, the Declaration provides for the creation of an Access and Parking Easement (defined below) and the exclusive right of the Commercial Lot (defined below) to use the Parking Area (defined below); and

E. WHEREAS, the Declarant desires to enter into this Parking Agreement to establish, and the Association desires to accept, the maintenance obligations relating to the Parking Area.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing facts and circumstances, the Declarant and Association agree as follows:

1. **Recitals.** Each Recital stated above is hereby expressly incorporated herein by reference.
2. **Compliance.** To comply with Coeur d'Alene Municipal Code sections 17.44.190 and 17.44.250 regarding off site and off street parking, the Declarant and Association enter into this Parking Agreement.

3. Easement Reserved in Declaration. Section 7.7 of the Original Declaration states:

Under Idaho law, one cannot have an easement in one's own lands. *Fitzpatrick v. Kent*, 166 Idaho 365 (2020). Declarant desires to create an express easement as depicted on Exhibit B, which is attached hereto and incorporated herein, for an easement for ingress and egress across Lots 9-12 of Block 11 ("Access and Parking Easement"), as such Lots are delineated on the Plat ("Burdened Lots"), to allow for reasonable and safe pedestrian and vehicular travel and vehicle parking for Lot 13, as such Lot is delineated on the Plat, for the benefit of Lots 9-13 of Block 11 as delineated on the Plat and in the depiction below ("Benefited Lots"). It is the intent of the Declarant to create easements that shall bind the Burdened Lots and benefit the Benefited Lots. Declarant declares and creates the Access and Parking Easement. Upon the conveyance of any of the Burdened Lots or Benefited Lots to another party other than the Declarant, the Access and Parking Easement is immediately and automatically reserved benefiting the Benefited Lot(s) and burdening the Burdened Lot(s). If more than one Lot is conveyed at one time, easements for each Lot shall immediately and automatically be granted. No parking is allowed within the Access and Parking Easement with the exception of four designated parking stalls along the west side of the easement that are solely for the use of the Lot 13 (the commercial lot) and its guests.

4. Clarification of Easement. The Association and Declarant hereby clarify the intent and meaning of Section 7.7 of the Original Declaration:

a. Section 7.7 (set forth above) creates an express easement for ingress and egress across Lots 9-12 of Block 11 ("Access and Parking Easement"). This easement is depicted on Exhibit A, which exhibit is attached hereto and incorporated herein by reference. This Access and Parking Easement shall burden Lots 9-12 of Block 11. Lots 9-13 of Block 11 are permitted to use the Access and Parking Easement for reasonable and safe vehicular travel. Vehicular parking is permitted by Lot 13 of Block 11.

b. Lots 9-12 of Block 11 may not park within the Access and Parking Easement. Section 7.7 provides Lot 13 of Block 11 the exclusive right to park within the Access and Parking Easement. Lot 13 of Block 11 and its guests are permitted to park within the four parking stalls (1 handicap stall and 3 other stalls) along the west side of the Access and Parking Easement. There is 1 handicap stall and 3 additional stalls. The stalls are 10.5 feet wide and approximately 22 feet long. The location of the parking stalls is shown in gray on Exhibit B, which exhibit is attached hereto and incorporated herein by reference.

c. To remain compliant with Idaho law, the Access and Parking Easement shall be created and effective upon the conveyance of any of Lots 9-13 of Block 11 to any party other than Declarant.

5. Encumbered Property. The future owner(s) of Lots 9-13 of Block 11, as depicted on the Plat, shall be bound by this Agreement.

6. Maintenance and Repair. Pursuant to Section 4.1 of the Original Declaration, the Association shall perform all maintenance and repair to the Parking Area at its sole cost and expense. The Association shall be responsible for snow removal in accordance with Section 4.7 of the Original Declaration. The future owner(s) of Lots 9-13 of Block 11, as depicted on the Plat, shall not be obligated to maintain or remove snow from the Parking Area.

7. Parking Agreement Runs with the Land. This Parking Agreement shall run with the land, and shall inure to the benefit of, and bind the undersigned Declarant, its successors, and assigns, including but not limited to the future owner(s) of Lots 9-13 of Block 11, as depicted on the Plat.

8. City Approval of Termination. This Parking Agreement and/or the Access and Parking Easement may be terminated only with the written consent of the City of Coeur d'Alene, which consent shall not be unreasonably withheld provided that parking on the site is compliant with City requirements.

9. Notice. All notices, demands, and requests required or desired to be given under this Parking Agreement must be in writing and shall be deemed to have been properly given: (i) upon delivery, if delivered in person; (ii) upon email transmission, if such notice is given on a business day between the hours of 8:00 a.m. and 5:00 p.m. local time in Kootenai County Idaho, and if not it will be deemed provided on the following business day (and further, provided a copy of any notice given by email transmission is also subsequently delivered by mail to the receiving party); (iii) three business days after having been deposited with the U.S. Postal Service for delivery by registered or certified mail, postage prepaid, return receipt requested, addressed to the then-current address of the party intended. Upon at least ten (10) days' prior written notice, each party shall have the right to change its address to any other address within the United States of America.

10. Modification. This Parking Agreement may be modified or revoked only by written agreement of all the owners of the Benefitted Lots.

11. Governing Law. This Parking Agreement shall be governed by the laws of the State of Idaho. Venue for any dispute under this Parking Agreement shall be in Kootenai County, Idaho.

12. Severability. If any provision of this Parking Agreement is judicially determined to be unenforceable or prohibited by law, the remaining provisions of this Parking Agreement shall continue in full force and effect.

13. Conflicts. This Parking Agreement memorializes the obligations set forth in the Declaration. If there are any conflicts between this Parking Agreement and the Declaration, this Parking Agreement shall supersede the Declaration.

[Signature Page to Follow]

ASSOCIATION

TOLL BROTHERS AT ATLAS
WATERFRONT HOMEOWNERS
ASSOCIATION, INC,
an Idaho nonprofit corporation

By: _____
Name: _____
Its: _____

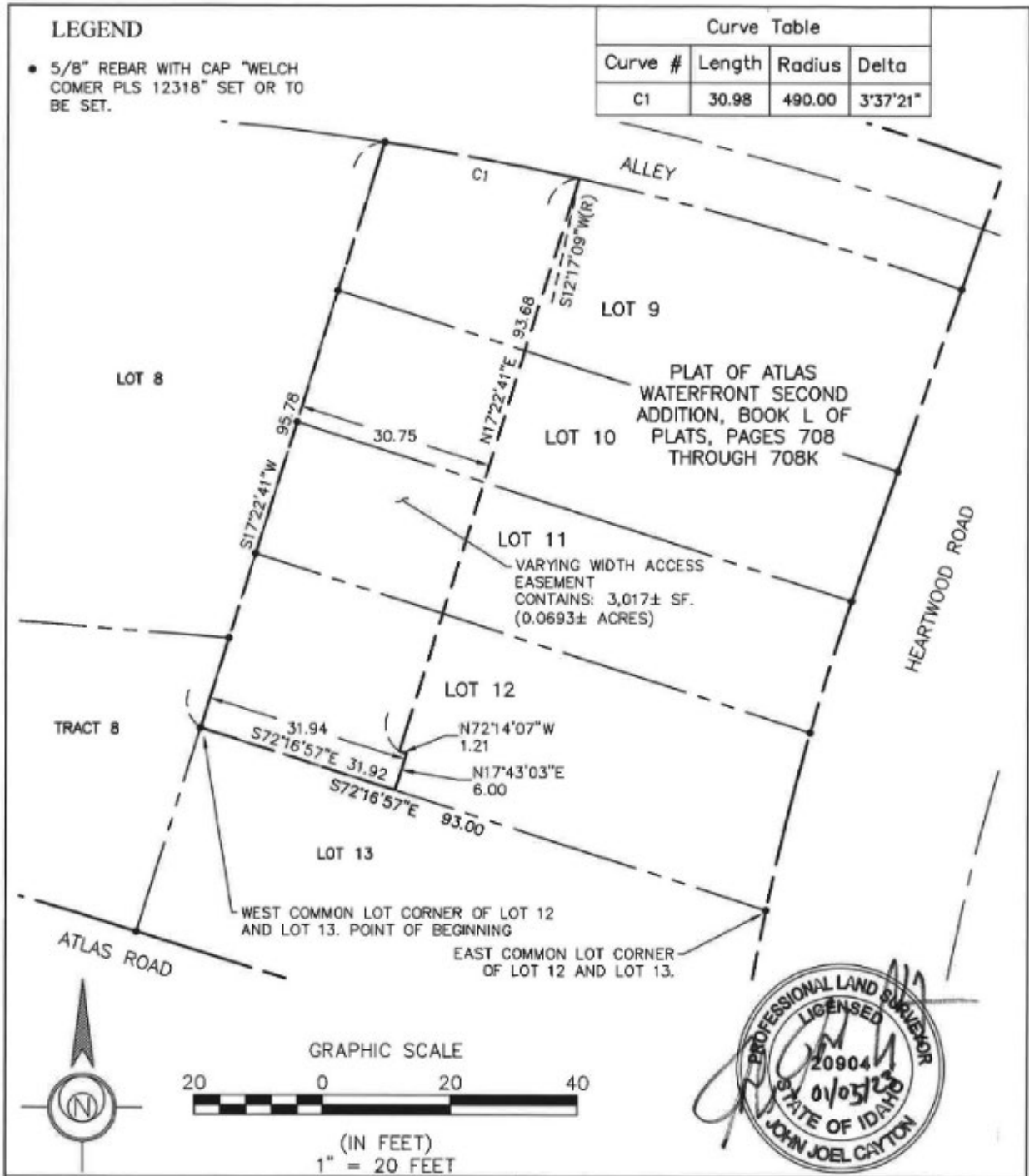
STATE OF IDAHO)
 : ss.
County of Kootenai)

On this ____ day of _____, 2024 before me, a Notary Public in and for the state of Idaho, personally appeared _____, known or identified to me to be the President of TOLL BROTHERS AT ATLAS WATERFRONT HOMEOWNERS ASSOCIATION, INC, an Idaho nonprofit corporation, the nonprofit corporation that executed the foregoing instrument and the person who executed the instrument on behalf of said nonprofit corporation, and acknowledged to me that such nonprofit corporation executed the same.

WITNESS my hand and official seal hereto affixed the day and year first above written.

Notary Public for State of _____
Residing at: _____
Commission Expires: _____

Exhibit A Access and Parking Easement



**PUBLIC WORKS COMMITTEE
STAFF REPORT**

DATE: April 16, 2024
FROM: Glen Poelstra, Assistant Water Director
SUBJECT: Request to accept the quotes for Orion LTE Endpoint and Badger Meter Bodies.

DECISION POINT:

Should City Council approve the lowest responsive quotes and award a contract to Badger Meter for purchase of new water meter components?

HISTORY:

The Water Department began the Meter Change Out Program (MCOP) in 2005 due to significant undocumented water loss. Now the Water Department has an annual MCOP plan that will eventually replace all 20,000 meters in the city over a 10-year cycle as this is the typical lifespan of an average water meter radio read battery. Once a meter reaches 10 years it may lose accuracy along with imminent battery failure and the Orion radio read ceases to work. The city changes an average of 1500- 2000 meters a year, depending on the location. It is recommended that water meters be replaced or rebuilt once they reach above a 3% loss of water recording accuracy which is on average 10 years.

FINANCIAL ANALYSIS:

Three separate quotes were solicited for each component of the water meter. Badger Meter was the lowest responsive quote for both the water Meter Bodies and the Orion LTE Endpoints. The lowest responsive quotes were from Badger Meter in the amount of \$83,376.96 for 652- 3/4", 97-1", 17-1 1/2", and 15-2" meter bodies with General Pacific at \$124,836 and H.D Fowler at \$150,020.13. The lowest quote for 781 Orion LTE Endpoints was from Badger Meter in the amount of \$85,925.62 with General Pacific at \$147,609 and H.D. Fowler at \$176,818.40. The meter components have been separated into different quotes to save costs with assembly and programming from the manufacturer as well as availability of each piece of the meter. The Water Dept projects that as individual components are delivered, meters will be able to be assembled, programmed, and installed in a much more efficient manner. The 2023-24 FY budget line item is set at \$250,000.00 with these quotes falling well under the budget.

PERFORMANCE ANALYSIS:

We have about 800 meters that have reached their life expectancy. Once an older meter has been removed it will be tested and/or rebuilt to be re-installed the following year, if financially feasible to rebuild depending on the size and condition of the meter. The water department has completed meter testing and has completed a list of parts needed for this year's meter replacement program. With these replacement parts, the water department can rebuild and replace approximately 60 meters to be reused in the system this summer.

DECISION POINT/RECOMMENDATION:

City Council should award lowest responsive quotes and approve the purchase agreements with Badger Meter for acquisition of new Badger Meter Bodies and Orion LTE Cellular Endpoints for the subsequent amounts of \$83,376.96 (meter bodies) and \$85,925.62 (Orion Endpoints).



1

3/4" & 2" Water meters



2

Meter Components



3

Register & Orion Cellular Endpoint



4

Meter Test Bench



5

Thank you!



6

RESOLUTION NO. 24-030

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING THE LOWEST RESPONSIVE QUOTES OF, AND AUTHORIZING AGREEMENTS WITH, BADGER METER, INC., FOR THE PURCHASE OF NEW WATER METER BODIES AND ORION LTE ENDPOINTS.

WHEREAS, the Water Department Director of the City of Coeur d'Alene has recommended that the City of Coeur d'Alene enter into agreements with Badger Meter, Inc., for acquisition of new Badger Meter Bodies in an amount not to exceed \$83,376.96, and for Orion LTE Cellular Endpoints in an amount not to exceed \$85,925.62, pursuant to terms and conditions set forth in the agreements, copies of which is attached hereto as Exhibits "A" and "B" and by reference made a part hereof; and

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof to enter into such agreements.

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City enter into agreements with Badger Meter, Inc., for acquisition of new Badger Meter Bodies, in an amount not to exceed \$83,376.96, and for Orion LTE Endpoints, in an amount not to exceed \$85,925.62, in substantially the forms attached hereto as Exhibits "A" and "B" and incorporated herein by reference, with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify said agreements to the extent the substantive provisions of the agreements remain intact.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be and they are hereby authorized to execute such agreements on behalf of the City.

DATED this 16th day of April, 2024.

James Hammond, Mayor

ATTEST:

Renata McLeod, City Clerk

Motion by _____, Seconded by _____, to adopt the foregoing resolution.

ROLL CALL:

COUNCIL MEMBER ENGLISH Voted

COUNCIL MEMBER MILLER Voted

COUNCIL MEMBER GOOKIN Voted

COUNCIL MEMBER EVANS Voted

COUNCIL MEMBER MCEVERS Voted

COUNCIL MEMBER WOOD Voted

_____ was absent. Motion _____.

AGREEMENT

THIS AGREEMENT is made and entered into this 16th day of April, 2024, between the CITY OF COEUR D’ALENE, Kootenai County, Idaho, a municipal corporation duly organized and existing under and by virtue of the laws of the state of Idaho, hereinafter referred to as “CITY,” and Badger Meter Inc., a corporation duly organized and existing under and by virtue of the laws of the state of Wisconsin, with its principle place of business at 4545 W Brown Deer Road, Milwaukee, Wisconsin, hereinafter referred to as the “PROVIDER.”

W I T N E S S E T H:

WHEREAS, the PROVIDER has been awarded the contract for the purchase of meter boxes in Coeur d’Alene, Idaho, according to the plans and specifications established by the CITY.

IT IS AGREED that for and in consideration of the covenants and agreements to be made and performed by the CITY, the PROVIDER shall provide 652- 3/4”, 97-1”, 17-1 1/2”, and 15-2” Badger meter bodies. All goods shall be of the high standard required and approved by the CITY.

The CITY shall pay to the PROVIDER the sum of Eighty-three Thousand Three Hundred Seventy-six and 96/100 Dollars (\$83,376.96). A request for a partial payment for meter bodies delivered must be submitted by the 10th of the month for meter bodies provided in the previous calendar month. Payment shall be made by the end of that calendar month.

The PROVIDER shall complete delivery of the boxes within 231 days of the award of the contract.

PROVIDER certifies that it is not currently owned or operated by the government of the People’s Republic of China, and will not for the duration of the contract be owned or operated by the government of the People’s Republic of China.

Pursuant to Idaho Code § 18-8703, PROVIDER certifies that it is not, and will not for the duration of this Agreement become, an abortion provider or an affiliate of an abortion provider, as those terms are defined in the “No Public Funds for Abortion Act,” Idaho Code §§ 18-8701 et seq.

This Agreement, with all of its forms, specifications and stipulations, shall be binding upon the parties hereto, their successors and assigns.

IN WITNESS WHEREOF, the Director of the City of Coeur d’Alene Water Department has executed this Agreement on behalf of said City, and the PROVIDER has caused the same to be signed by an authorized representative, the day and year first above written.

CITY OF COEUR D’ALENE

By _____
Kyle Marine, Water Dept. Director

Badger Meter Inc.

By _____
(printed name) _____
(title) _____

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W I T N E S S E T H:

WHEREAS, the PROVIDER has been awarded the contract for the purchase of meter boxes in Coeur d’Alene, Idaho, according to the plans and specifications established by the CITY.

IT IS AGREED that for and in consideration of the covenants and agreements to be made and performed by the CITY, the PROVIDER shall provide 781 Orion LTE Endpoints. All goods shall be of the high standard required and approved by the CITY.

The CITY shall pay to the PROVIDER the sum of Eighty-five Thousand Nine Hundred Twenty-five and 62/100 Dollars (\$85,925.62). A request for a partial payment for endpoints delivered must be submitted by the 10th of the month for endpoints provided in the previous calendar month. Payment shall be made by the end of that calendar month.

The PROVIDER shall complete delivery of the boxes within Two hundred Thirty-one (231) days of the award of the contract.

PROVIDER certifies that it is not currently owned or operated by the government of the People’s Republic of China, and will not for the duration of the contract be owned or operated by the government of the People’s Republic of China.

Pursuant to Idaho Code § 18-8703, PROVIDER certifies that it is not, and will not for the duration of this Agreement become, an abortion provider or an affiliate of an abortion provider, as those terms are defined in the “No Public Funds for Abortion Act,” Idaho Code §§ 18-8701 et seq.

This Agreement, with all of its forms, specifications and stipulations, shall be binding upon the parties hereto, their successors and assigns.

IN WITNESS WHEREOF, the Director of the City of Coeur d’Alene Water Department has executed this Agreement on behalf of said City, and the PROVIDER has caused the same to be signed by an authorized representative, the day and year first above written.

CITY OF COEUR D’ALENE

By _____
Kyle Marine, Water Dept. Director

Badger Meter Inc.

By _____
(printed name) _____
(title) _____

**CITY COUNCIL
STAFF REPORT**

DATE: April 16, 2024
FROM: Randy Adams, City Attorney
SUBJECT: Appeal from DRC Approval of Marriott Hotel application

DECISION POINT: Should Council affirm or reverse the approval by the DRC of the Marriott AC Hotel project on E. Sherman Avenue and S. 6th Street, or remand the matter to the DRC for further action or clarification?

HISTORY: On December 1, 2023, a Design Review Application was submitted for a Marriott AC Hotel project located on the southeast corner of E. Sherman Avenue and S. 6th Street. Because the project is in the Downtown Core zoning district south of midblock Lakeside/Coeur d’Alene, design review was required. The purpose of the design review process is to verify compliance with the design guidelines established by Council by Resolution. In addition, the Design Review Commission (“DRC”) is allowed to impose reasonable fact-based conditions to ensure better or more effective compliance with those guidelines, and may exercise its discretion to reconcile the adopted guidelines with site specific conditions in order to meet the intent of the Zoning Code. During the design review process, the DRC is authorized to give direction to an applicant to modify aspects of the project design for the purpose of ensuring compliance with the guidelines. Public comments are allowed at any hearing before the DRC.

The design review process starts with a Project Review, which is a meeting between the applicant and all involved City Departments. At this meeting, Department representatives provide the applicant with information about any regulatory or physical constraints pertaining to the project, services required under the City Code, applicable cap fees and meter fees, and similar matters. Then the applicant participates in an Initial Meeting with Planning Staff. The purpose of the Initial Meeting is to perform a preliminary review of the project’s compliance with the applicable guidelines and development standards. This helps the applicant to present a project to DRC without serious defects, and gives the applicant an opportunity to consider if departures from the guidelines are needed. These two meetings between staff and the applicant are not open to the public and, therefore, no public notice is provided. The law does not require public participation in staff meetings, and the planning process would be unworkable if the public was invited to staff meetings.

The meeting or meetings with the DRC are open to the public. The City must publish notice of the First Meeting in the official newspaper at least fifteen (15) days prior to the meeting, mail notice to the owners of property within three hundred feet (300') of the property, and post notice on the subject property not less than one week prior to the meeting. The required notice was provided in this case and, therefore, the DRC approval cannot be reversed on the basis of lack of notice. The DRC met on January 25, 2024. Public testimony was taken. Therefore, the DRC approval cannot be reversed on the basis of lack of public participation. The DRC is only concerned with design guidelines applicable to the DC zoning district. The DRC cannot consider

matters which it cannot modify, such as the development itself, zoning, basic zoning requirements, FAR, building height, density, intensity, parking, traffic, or use. The DRC granted approval of the application, finding that the proposal was in conformance with design guidelines for the DC zoning district and that the one requested design departure for weather protection satisfied the criteria for approving a design departure.

Issues on Appeal:

Joan Woodard filed a timely Administrative Appeal Application. She essentially raised five issues: (1) Lack of Public Notice and Opportunity to be Heard; (2) Inadequate or Missing Information in the Application with respect to photos of view corridors and evidence of neighborhood context; (3) Project Approval Decisions Were Made Based on Incomplete Information with respect to a traffic study; (4) 4. Design Guidelines – Ground Level Details – Have Not Been Met with respect to 6th Street; and (5) 5. Design Guidelines – Unique Historic Features – Have Not Been Met with respect to street trees and a streetlight. As noted, proper notice was given and traffic is not an issue that is within the purview of the DRC. Therefore, Issues 1 and 3 cannot be considered in this appeal.

Appeal Hearing Procedure:

Council considers an appeal on the record established before the DRC. No new evidence or testimony can be received by Council at the appeal hearing. Only the appellant and the applicant, and their respective representatives, and City Staff may address Council during the appeal hearing. The appellant bears the burden of proving, by a preponderance of evidence (more likely than not), that the DRC made an error of fact or that the DRC ignored or incorrectly applied design guidelines. The appellant must also show that she was prejudiced by the DRC's error. Factual findings by the Commission must be accepted by Council as established if they are supported by substantial evidence.

PERFORMANCE ANALYSIS: Council may affirm or reverse the DRC's decision, or refer the project back to the DRC for further action or clarification. Council does not have the option, as requested by the appellant, to refer the matter back to Staff to address her concerns.

DECISION POINT/RECOMMENDATION: Council should affirm or reverse the DRC's decision, or refer the project back to the DRC for further action or clarification.

DRC APPEAL

APPLICANT - CDA HOTEL LLC – MARRIOTT AC HOTEL

602 & 612 E. SHERMAN AVE.

APPELLANT - JOAN C. WOODARD

1

Appeal Process

Staff will provide an overview of the appeal hearing procedure.

10 Minutes: The appellant will have an opportunity to tell the City Council that an error was made in the decision or that design standards or guidelines were ignored or incorrectly applied, and that the appellant was prejudiced thereby. The appellant may not call witnesses to give testimony or present new evidence.

10 Minutes: The applicant will be able to address the City Council on matters raised by the appeal. The applicant may not call witnesses to give testimony or present new evidence.

3-5 Minutes: The appellant will be provided an opportunity for rebuttal to address anything that came up during the City's or the applicant's presentations.

Following all of the testimony, the hearing will be closed by the Mayor and the City Council will deliberate and render a decision.

2



3



4

The purposes of the Design Review Commission are:

- A. To protect property rights and values;
- B. To enhance the built environment, make reports, hold public meetings/hearings and perform all other duties as may be prescribed by the Idaho Code and this code;
- C. To review development proposals as required by this code; and
- D. To provide recommendations to the city council on issues that the city council may refer to the commission. (M.C. § 2.98.030)

5

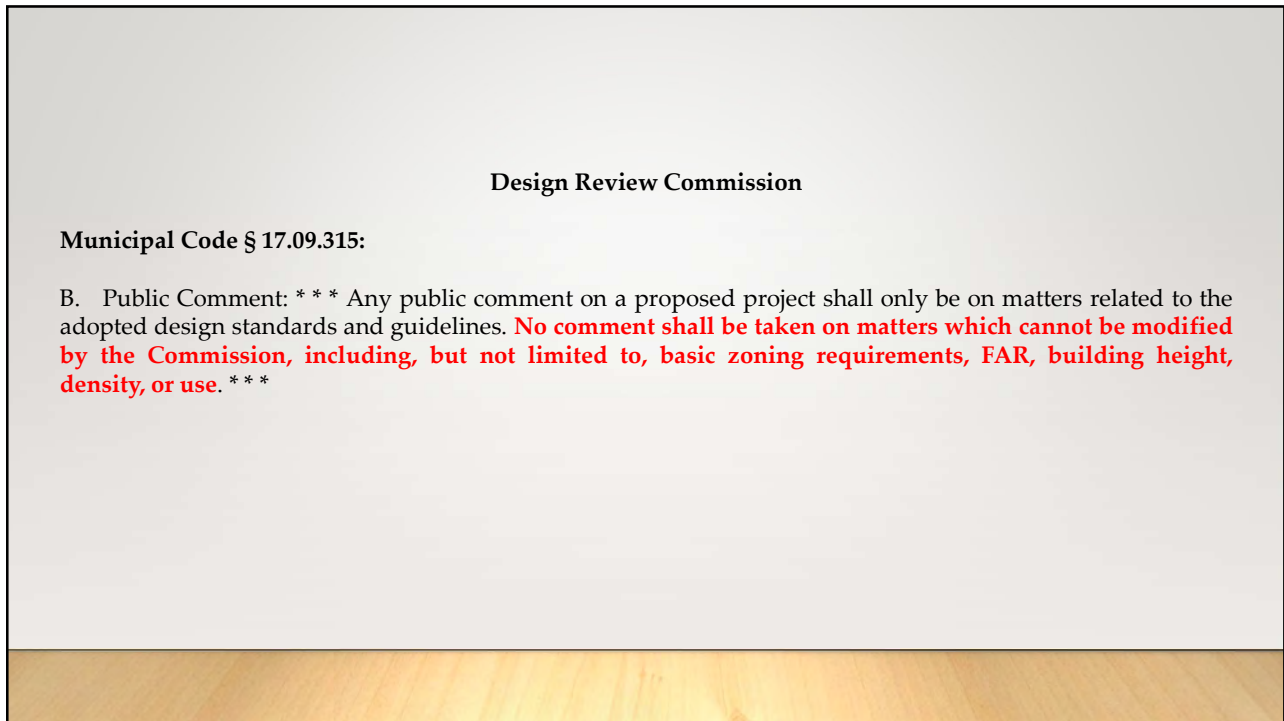
Design Guidelines – Downtown Core
M.C. § 17.05.705; Resolution 08-035

Location of Parking	Massing
Screening of Parking Lots	Ground Level Details
Parking Lot Landscape	Ground Floor Windows
Sidewalk Uses	Weather Protection
Width and Spacing of Curb Cuts	Treatment of Blank Walls
Screening of Trash/Service Areas	Screening Parking Structures
Lighting Intensity	Roof Edge
Gateways	Screening of Rooftop Mechanical Equipment
Maximum Setback	Unique Historic Features
Orientation to the Street	Integration of Signs with Architecture
Entrances	Creativity/Individuality of Signs

6



7



8

Municipal Code § 17.09.330:

The applicant has the obligation to prove that the project complies with the adopted design standards and guidelines. The Commission may not substitute criteria of its own choosing for the adopted standards and guidelines nor base its decision on an individual commissioner's personal opinions about the project and its merits. **The Commission shall apply the collective judgment of its members to determine how well a project comports with the adopted standards and guidelines**, and it may impose reasonable fact-based conditions to ensure better or more effective compliance with those standards and guidelines. The Commission may also exercise discretion to reconcile the adopted standards and guidelines with site specific conditions in order to meet the intent of the Zoning Code. During the design review process, the Commission is authorized to give direction to an applicant to modify aspects of the project design for the purpose of assuring compliance with the standards and guidelines.

9

**Task of the City Council
On an Appeal from the Design Review Commission**

Municipal Code § 17.09.340

10

B. Appeal on The Record: The Council's review of the decision of the Commission shall be based on the record developed before the Commission. No new evidence or materials shall be allowed by any party in the appeals proceedings.

11

C. Hearing: Only the applicant, City staff, the appellant, and their representatives may participate in the appeals hearing. Although the hearing is open to the public, no general public testimony will be taken. Any participant in the appeal may provide comments and argument, based on the established record, concerning the decision of the Commission.

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D. Burden Of Proof: The appellant must establish by a preponderance of evidence that an error was made in the decision or that design standards or guidelines were ignored or incorrectly applied, and that the appellant was prejudiced thereby. Objections to the development, its height, intensity, parking, or traffic impacts are not grounds for redress on appeal because they are not design review criteria. Basic zoning standards and allowances embodied within the code shall be presumed to be correct and are not subject to the appeal. Factual findings by the Commission will be accepted by the Council if they are supported by substantial evidence.

13

Issues Raised in the Appeal

13 Findings of Fact Challenged
(See 5-page Summary attached to Appeal)

14

1. Lack of Public Notice and Opportunity to be Heard

M.C. § 17.09.315(A) provides: "Public Notice: Not less than fifteen (15) days prior to the date of the Initial Meeting, notice shall be published once in the official newspaper of the City and mailed, first class postage prepaid, to the owners of property within three hundred feet (300') of the external boundaries of the property which is the site of the project ("subject property"). Notice shall also be posted on the subject property not less than one week prior to the meeting."

Proper notice was provided for the Initial (First) Meeting with the DRC.

Public notice is not required by Code or Law for the Initial Meeting with Staff or Project Reviews. Neither of these is open to the public. Staff makes no decisions at the Initial Meeting or the Project Review, but merely provides information to the applicant about City requirements.

The public was allowed to testify at the First Meeting with the DRC prior to the DRC rendering its decision.

Applicable DRC Findings Challenged by Appellant:

- A4 - The applicant has completed a project review meeting on August 1, 2023 as required by M.C. § 17.09.325(B).
- A5 - The applicant has completed an initial meeting with staff on October 21, 2023 as required by M.C. § 17.325(D).

15

2. Inadequate or Missing Information in the Application

1. Photos of View Corridors
2. Evidence of Neighborhood Context

Applicable DRC Finding Challenged by Appellant:

- A3 - The applicant has submitted all required materials for design review as provided by M.C. § 17.09.325(D) and (E).

16

3. Project Approval Decisions Were Made Based on Incomplete Information

Traffic Study – Condition # 4 to the DRC Approval, upon recommendation by City Engineer.

Traffic, however, is not part of the Design Guidelines for the Downtown Core Zoning District. Further, objections to traffic impact are specifically disallowed by M.C. § 17.09.340(D).

Therefore, the DRC's Approval could not be conditioned on the completion of a Traffic Study.

Applicable DRC Finding Challenged by Appellant:

A46 - The City Engineer has provided recommended conditions of approval for consideration by the DRC to ensure compliance with City Codes related to pedestrian safety, as noted below.

17

4. Design Guidelines – Ground Level Details – Have Not Been Met 6th Street Context and Condition

Applicable DRC Finding Challenged by Appellant:

A22 - The existing sidewalk on Sherman Avenue from the back of curb to the property line is 14.8'. The distance from the new 5'x5' tree planting areas to the property line is approximately 8'-6". A 7'-0" wide clear pedestrian travel area will be maintained. (SIDEWALK USES – CLEAR WALKWAY)

A23 - An 18" wide area between the property line and the pedestrian travel area will be used for planting containers along Sherman Avenue. (SIDEWALK USES – STOREFRONT AREA)

A29 - The DC zoning district has a 0' front and side yard setback, unless providing usable public space, forecourts or vegetative screening of parking structures. Buildings may be set back from the sidewalk a maximum of 20' for public space or entries, or a maximum of 10' for vegetative screening. Setting façades close to the street may be accomplished through base structures that extend out to the sidewalk, not necessarily the full height of the building. The building meets this requirement. The street level façade along the Pedestrian-Oriented 6th Street is set up to the back of the sidewalk along the property line. A portion of the project on the corner of Sherman and 6th Street has a dining patio for the use of hotel guests but it has a base structure that extends out to the sidewalk. (MAXIMUM SETBACK)

A30 - The proposed building is oriented to Sherman Avenue. The building façade along Sherman incorporates numerous windows as well as an entrance canopy and signage. The façade along 6th Street incorporates windows. The primary building entrance faces Sherman and is centered in the building façade. An outdoor patio at the ground level activates the street corner at Sherman Avenue and 6th Street. (ORIENTATION TO THE STREET)

18

4. Design Guidelines – Ground Level Details – Have Not Been Met, Continued 6th Street Context and Condition

Applicable DRC Finding Challenged by Appellant:

A33 - The ground floor of the building has the most amount of character to provide visual interest to pedestrians, including: Pedestrian-scaled signs to identify the building entry; seasonal planting in multiple planters against the building along Sherman Avenue; metal canopies above the ground floor storefront windows; accent wall sconces on either side of the main entrance; and a decorative concrete plinth to ground the building. The ground level also features an elevated patio at the corner of Sherman and 6th Street to add a further level of detail in this area. (GROUND LEVEL DETAILS)

A36 - The proposed design is in compliance with the treatment of blank walls. The streetfacing walls of the building are mostly broken up by windows and doors, but there are additional architectural features that break up the impact of the walls, including: a concrete plinth that varies in height depending on the grade change (from 1-2 up to 6'-0"); a change in brick materials above the ground floor level, acting as a "belt course" for the building; recess the façade at least 2'-0" in depth; and roof overhangs/canopies at the ground floor level and upper roof level that vary from 3'-0" to 5'-0" in depth. Additional features at the pedestrian level include contrasting wall material and vegetated planter boxes (TREATMENT OF BLANK WALLS)

19

5. Design Guidelines – Unique Historic Features – Have Not Been Met

Street Trees
Street Lights

Applicable DRC Findings Challenged by Appellant:

A21 - The four existing street trees will be replaced with street trees per City standards and will include new 5'x5' tree planting areas around the trees.

A28 - There is one existing single-arm tall streetlight at the corner of Sherman and 6th Street that will remain. There are two existing post streetlights along Sherman Avenue. One light will remain in its current location, and the other will be shifted to allow for the new curb cut into the parking structure. There are no existing streetlights along 6th Street. (LIGHTING INTENSITY – STREET LIGHTING)

A40 - The DC design guidelines require new projects to relate to the context of the Downtown's historical features. The existing site is a vacant property with lawn, so the project doesn't include any renovation or redevelopment. As a new construction project, the proposed building relates to the surrounding context through: the use of brick as a predominant exterior finish; the massing of the building with a base, middle, and top; the scale of the building as a steppingstone between the smaller buildings along Sherman Avenue and the high-rise residential Parkside Building. The design of the building is a contemporary structure that relates to the primarily modern surrounding architecture. (UNIQUE HISTORIC FEATURES)

20

REMEMBER

The appellant must establish by a preponderance of evidence that an error was made in the decision or that design standards or guidelines were ignored or incorrectly applied, and that she was prejudiced thereby.

Factual findings by the Commission must be accepted by the Council if they are supported by substantial evidence.

The Council may affirm or reverse the Commission decision, or refer the project back to the Commission (but not Staff) for further action or clarification.

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DECISION POINT

Municipal Code § 17.09.340

E. Council Action: **The Council may affirm or reverse the Commission decision, or refer the project back to the Commission for further action or clarification.** The Council shall issue its decision within fifteen (15) days of the appeal hearing. If the project is referred back to the Commission, the Commission shall hold a public meeting to consider the referral and shall render a report to the Council within forty (40) days of such referral. The City Council shall then reconvene the appeal hearing to consider the report and render a final decision as prescribed in this section.

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ADMINISTRATIVE APPEAL APPLICATION

STAFF USE ONLY

Date Submitted: 2-9-24 Received by: TC Fee paid: 500.00 Project # DR-1-24 AA

REQUIRED SUBMITTALS

Design Review Appeal: \$500.00
Planning Commission/Administrative: \$700.00

A **COMPLETE APPLICATION**, as determined by the Planning Department, is required at time of submittal. Application forms can be obtained at <http://cdaid.org/1105/departments/planning/application-forms>.

DEADLINE FOR SUBMITTALS

The completed form must be submitted to the Planning Department not later than ten (10) days following the date of the decision, administrative action, or interpretation to be appealed.

- Completed application form
- Information that may be required to facilitate review
- Fee \$700.00

NATURE OF APPEAL:

PROJECT NAME: <u>CDA Hotel, LLC (Marriott Hotel)</u>
ADDRESS: <u>602 & 612 E. Sherman Avenue</u>
DATE OF DECISION OR OTHER ACTION: <u>Jan. 25, 2024</u>
PROJECT NUMBER:

- Appeal of Design Review Commission's decision, administrative action, or interpretation (Action Appeal)
- Appeal of Planning Commission's decision, administrative action, or interpretation (Action Appeal)

APPELLANT INFORMATION:

**Please attest that you have standing to appeal the project. This means that you are: 1) a resident of the City of Coeur d'Alene; 2) a person having an interest in real property in the City of Coeur d'Alene; and/or 3) a person with an interest in real property located within three hundred feet (300') of the external boundaries of the land subject to the decision or other action.*

NAME: <u>Joan Woodard</u>		
MAILING ADDRESS: <u>609 E. Sherman Ave. #401</u>		
CITY: <u>Coeur d'Alene</u>	STATE: <u>ID</u>	ZIP: <u>83814</u>
PHONE: <u>707-479-5090</u>	FAX: <u>---</u>	EMAIL: <u>jeanwoodard@outlook.com</u>



APPLICATION INFORMATION:

PROPERTY OWNER: CDA Hotel, LLC		
PROPERTY ADDRESS: 602 & 612 E. Sherman Avenue		
CITY: Coeur d'Alene	STATE: ID	ZIP: 83814
PHONE: 406-595-4560	FAX: —	EMAIL: plange@providencedevo.com

APPEAL JUSTIFICATION:

State specifically the nature of the appeal.

You must state specifically your objection(s) to the decision or other action, stating whether you believe there was an abuse of discretion and/or whether you believe the decision or other action was not supported by the evidence. You must include any information that supports your contentions in order to facilitate review. Please fill out all boxes below.

1. State the basis of your appeal (abuse of discretion, lack of evidence, etc.): (Required)

Omission of facts, abuse or lack of discretion, lack of evidence, not following guidelines & goals of the Comprehensive Plan, selective interpretation, violations of the intent of City Code

2. Identify the decision or action you believe was in error: (Required)

Design Review Commission found "findings of fact" in error upon which they based their unanimous approval. Approval should have been denied and sent back to the Applicant for the facts and information needed.

3. State the information that supports your appeal (e.g., evidence of record that does not support the decision, findings, etc.):

Please see the attached 15 page summary

I Joan C. Woodard certify that I have standing to appeal the decision.
(Name of Appellant)

Dated this 9th day of Feb., 2024.

[Signature]
Signature

Subscribed and sworn to before me this 9th day of Feb., 2024

[Signature]
Notary Public for State of Idaho

Residing at: 2900 N Gov'tway 83815
My commission expires: 8/4/2029



Information to facilitate the review of this appeal of the Design Review Committee's approval of the Application by CDA Hotel, LLC (Marriott Hotel) on January 25, 2024

1. The Basis of the Appeal includes lack of community notice and input, omission of facts, abuse of discretion in light of specific site conditions, and lack of supporting evidence.
 - a. Lack of Public Notice and Opportunity to be Heard. 17.09.325 A. of the City Code states that "A development applicant shall participate in the design review process as required by this Article *before* substantive design decisions are fixed and difficult or expensive to alter. The City will work with the applicant in a collaborative fashion so that the goals of both the City and the applicant can be met to the greatest degree possible, *and to address the concerns of neighbors and the community*". Yet, in this case, the community had no notice, and no opportunity to be heard or incorporate the concerns of neighbors and the community, until everything except for items within the limited scope of DRC review had already been decided and approved by the staff. To wit: (1) The public was not given notice of the 8/1/23 meeting between the applicant and the City; (2) The public was not given notice of the 10/21/23 meeting between the applicant and the City; and (3) No notice to the public was given regarding this project until notice of the Design Review Commission hearing to be held 1/25/24 meeting was published on 1/6/24; and (4) All of the City's decisions regarding this project made prior to the Design Review Commission hearing on 1/25/24 were made without notice and without regard to concerns of the community. Section 17.09.325 A contemplates a process of public meetings with affected neighbors and community members, along with City staff and the applicant that would occur before the Applicant finalizes the application for submittal to Design Review. This did not occur. *No input from neighbors or the community was sought by either the city staff or the applicant.* The City's Comprehensive Plan also establishes that *concerns of neighbors and the community* should be included. Goal CI 1 states that "Coeur d'Alene citizens are well informed, responsive, and involved in community discussions. There was no involvement opportunity provided for this project before a limited, narrow review by the Design Review Commission with city staff urging approval. City staff were also not forthcoming with information about the project before the issuance of the Design Review information, again restricting the opportunity for community understanding or involvement.
 - b. Inadequate or missing information in the Application. 17.09.325 D 4. Mandates that the written narrative portion of the application will include "a description and photos detailing proximity to major roads, view corridors, and neighborhood context". There was *no evidence* of material containing view corridors and *insufficient evidence* of neighborhood context for ascertaining the degree to which the project meets the downtown core design guidelines. If view corridors had been analyzed, the city would have been made aware that the massing of this proposed building will violate one of the core principles of the City's Comprehensive Plan as it relates to downtown..."Preserve

Information to facilitate the review of this appeal of the Design Review Committee's approval of the Application by CDA Hotel, LLC (Mariott Hotel) on January 25, 2024

views of Tubbs Hill and other distant landforms". This building, as presently designed, will eliminate all views of Lake Coeur d'Alene for anyone on foot or in an automobile heading west until they get beyond the Coeur d'Alene Resort. Suddenly, the beautiful impact of being a very special "lake town" will be replaced by a downtown vision that could be any town in the country. This can't have been what was contemplated when the design guidelines were put in place. The required information on the view corridors, including photos of existing conditions and images of resulting conditions based on the submitted design should be required and discussed to determine if the project will meet the guidelines specific to views.

- c. Project approval decisions were made based on incomplete information. Section 17.09.330 states, "The Commission shall apply the collective judgment of its members to determine how well a project comports with the adopted standards and guidelines, and it may impose reasonable fact-based conditions to ensure better or more effective compliance with those standards and guidelines. The Commission may also exercise discretion to reconcile the adopted standards and guidelines with site-specific conditions in order to meet the intent of the Zoning Code." One of the conditions added to the approval of this application was that the applicant shall provide a traffic study. The City Engineer stated in an email to the appellant subsequent to the decision by the Design Review Commission "It is worth mentioning that approval of their building permit is not contingent on the traffic study as the current zoning allows for the proposed use up to a maximum of 220 feet in height." Had this statement been provided to the Commission during their deliberations, I believe after discussion they would have used the collective judgment to require this study to be completed and to come back to Design Review with the results of this traffic study and not have approved this application without that. There are a number of site-specific conditions with this property and the proposed use that make traffic a very significant issue and might require changes to the project as presented to mitigate those issues. As proposed the 131 hotel rooms, with over 200 seats for restaurant and lounge activities, present the opportunity to bring well over 300 cars to downtown each day that are not already accounted for. This would indicate that serious consideration needs to be given to all the impacts that automobiles introduce. When a traffic study and information on view corridors are made available as part of the Design Review Commission hearing, the commission is permitted and should be expected to apply their collective judgment to these new facts to ensure compliance with both the standards and guidelines articulated in the Comprehensive Plan, Downtown Design Guidelines and City Code.
- d. The Downtown Design Guidelines have not been met. In particular, the Guideline concerning "Ground Level Details" was not addressed for 6th Street. Only one (out of a requirement for five) of the elements on the list of thirteen elements was included in the submittal, however, other elements may be added beyond the thirteen if they meet the intent. 6th Street is an important "Pedestrian-Oriented Street". It is heavily utilized as a direct pedestrian corridor to McKuen Park, Tubbs Hill, City Parking, and many other

Information to facilitate the review of this appeal of the Design Review Committee's approval of the Application by CDA Hotel, LLC (Mariott Hotel) on January 25, 2024

amenities enjoyed by residents and visitors alike. It is too important as a visual and for safety reasons to leave this requirement of "encouraging the greatest amount of visual interest along the ground level of buildings facing downtown streets" to the applicant's discretion. The Commission should have required specific information on how the 6th street façade would meet the requirements of the "Ground Level Details" section of the Design Guidelines.

- e. The Downtown Design Guidelines have also not been met concerning "Unique Historic Features". Specifically, "Relating New Construction to Context". There is also a violation of Comprehensive Plan Goal C1 2.2 "Support programs that preserve historical collections, *key community features*, *cultural heritage*, and *traditions*." A key community feature of downtown Coeur d'Alene is the attention to and importance of street trees and historic street lights. Both are key community features during the holidays with lights on both trees and street lights. During the summer, the shade provided by the tree canopies is important for pedestrians and ground floor retail. The historic street lights provide an added sense of safety in mid-block locations where the large intersection lights are not providing illumination. A feature of the street lights and the trees is that they follow a cadence, alternating street lights with street trees. They also should match from one side of Sherman to the other. This project has not addressed the cadence at all and the proposed revised locations for the street trees and lights on Sherman will violate that rhythm. The Applicant should be required to add street trees and lights to mimic the established cadence.
- f. The "Unique Historic Features" and key community features have also not been addressed for the 6th Street side of the building. Current conditions on 6th Street were not disclosed to the Design Review Commission, and they should have been as they are pertinent to this topic. Current conditions on the east side of 6th Street include a sub-optimal sidewalk between Sherman and the alley that ranges from 7 feet to slightly less than 7 feet. Between the alley and Front Street (Parkside Condominium), the sidewalks are 12 feet. On the West side of 6th street, the sidewalks are between 10 and 12 feet. Against the historic Masonic Building, the sidewalks are greater than 12 feet. This is the context in which the commission should be exercising discretion based on facts to impose reasonable fact-based conditions to ensure better or more effective compliance with those standards and guidelines. The 7-foot width of the sidewalk is inadequate at and should be required to have at least a 10 foot width. This would reconcile the adopted standards and guidelines with site-specific conditions in order to meet the intent of the Zoning Code. It would also be a respectful reflection of the grandeur of the Masonic Building to have a more stately sidewalk experience for both sides of the street. It would "relate new construction to context", as required. In addition to the inadequate width of the sidewalk, the existing conditions concerning street trees and historic light fixtures were not disclosed and should have been. Both sides of 6th Street have street trees and lights except for the subject property. Not requiring a consistent approach to these elements for the length of the block based on the factual existing conditions is an oversight that needs to be addressed. Based on concern I expressed this week to the

Information to facilitate the review of this appeal of the Design Review Committee’s approval of the Application by CDA Hotel, LLC (Mariott Hotel) on January 25, 2024

City Engineer on this subject, I’m informed that he has since measured the sidewalk distances and street width and confirmed that a 10 foot sidewalk can be implemented by removing the current jog in the road and still maintain the existing street parking, and the city will require the developer to re-make this sidewalk, along with street trees and lights. This is good news for the width of the sidewalk, however, it doesn’t address the other shortcomings that are somewhat related to the sidewalk and specifically related to the massing of the building that eliminates the view corridor and the need for “ground level details” on 6th street. This project should be designed with both a wider sidewalk to allow for planter boxes or planter insets, as occur at the edge of the Parkside condominium building. A sidewalk greater than 12 feet could also present the beginning of a solution to the view corridors problem. Input from the traffic study, specifically with regard to 6th street, also needs to be part of the equation as removing the jog and still having street parking (which we can’t afford to lose) could make the traffic problem at the intersection of 6th and Sherman untenable. Crossing Sherman on 6th is already dangerous. Adequate turn lanes will likely be recommended (they don’t currently exist).

2. The above omission of facts, abuse of discretion in light of specific site conditions, and lack of supporting evidence suggest that the following “Findings of Fact” contained in the Design Review Commission Findings and Order are not true or not completely factual, and are therefore erroneous:

A3

A4

A5

A21

A22 (facts related to 6th Street were omitted)

A23 (facts related to 6th Street were omitted)

A28

A29 (omits context)

A30 (facts related to 6th Street were omitted)

A33 (facts related to 6th Street were omitted)

A36 (facts related to 6th Street were omitted)

A40 (facts related to context and to 6th Street were omitted)

A46 a traffic study after the fact is meaningless to good planning

Information to facilitate the review of this appeal of the Design Review Committee's approval of the Application by CDA Hotel, LLC (Mariott Hotel) on January 25, 2024

3. Based on the above, the proposal should have been found NOT in conformance and should not have been approved. It should be required to go back to staff with direction to address all the above facts and should be done in a fashion that meets the goals and objectives of the Comprehensive Plan for Community and Identity, including adequate public notice and collaboration with neighbors.

Respectfully submitted:



Joan C. Woodard

February 9, 2024

JOAN C. WOODARD
609 E SHERMAN AVE #401
COEUR D'ALENE, ID 83814

5941
11-35/1210

Feb 9, 2024 Date

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City of Coeur d'Alene

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CITY OF COEUR D'ALENE

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02879809

ANX FEE/APPEAL JOANN WOODARD

Annexation & Zoning Fees 500.00

Total 500.00
Check 5941 500.00
Change 0.00

Balance : \$\$0.00

**COEUR D'ALENE DESIGN REVIEW COMMISSION
FINDINGS AND ORDER**

DR-1-24

A. INTRODUCTION

This matter came before the Design Review Commission (“DRC”) on January 25, 2024, on DR-1-24, a request for a six (6) story hotel with below grade parking along Sherman Avenue and 6th Street in Downtown Coeur d'Alene.

APPLICANT: CDA HOTEL LLC

LOCATION: The subject property is legally described as CDA & Kings ADD, LTS 1, 2, 3 and 4, BLK 35, Commonly known as 602 & 612 E. Sherman Avenue.

A. FINDINGS OF FACT:

The DRC finds that the following facts, A1 through A46, have been established on a more probable than not basis, as shown on the record before it and on the testimony presented at the public hearing.

- A1. The subject property is located at 602 and 612 E. Sherman Avenue in the Downtown Core (DC) zoning district, which requires review and approval of the design by the City's DRC.
- A2. The property is subject to the Downtown Core Design Guidelines and the Downtown Development Standards. M.C. Chapter 17.05, Article XI, and § 17.05.705.
- A3. The applicant has submitted all required materials for design review as provided by M.C. § 17.09.325(D) and (E).
- A4. The applicant has completed a project review meeting on August 1, 2023, as required by M.C. § 17.09.325(B).
- AS. The applicant has completed an initial meeting with staff on October 21, 2023, as required by M.C. § 17.325(D).
- A6. The applicant is seeking design review from the DRC at an initial meeting on January 25, 2024.
- A7. The notice of public hearing was published on January 6, 2024, which fulfills the legal requirement for Design Review as provided by M.C. § 17.09.315(A).
- A8. The notice of public hearing was posted on the property on January 11, 2024, which fulfills the proper legal requirement as provided by M.C. § 17.09.315(A).
- A9. One hundred thirty-six (136) notices of public hearing were mailed to all property owners of

record within three hundred feet (300') of the subject property on January 10, 2024, which fulfills the legal requirement as provided by M.C. §17.09.315(A).

- A10. Public testimony was received by the DRC at a public hearing on January 25, 2024.
- A11. The subject property is 22,993 S.F. +/- 0.482 acre as shown by the application and verified by GIS.
- A12. The existing zoning is Downtown Core District as shown by the City's zoning map.
- A13. Sherman Avenue, in the project vicinity, is designated as a Vehicle-Oriented Street pursuant to the City's Downtown Design Guidelines.
- A14. 6th Street, in the project vicinity, is designated as a Pedestrian-Oriented Street pursuant to the City's Downtown Design Guidelines.
- A15. The project is below the allowable floor area ratio (FAR) as provided in M.C. § 17.05.685(A). The maximum allowed FAR in the DC zoning district is 4.0. The project shows a FAR of 0.994 based on a lot size of 20,993 square feet and a building square footage of 20,886 square feet. The applicant does not need and has not requested any FAR bonuses.
- A16. The proposed project would be 6 stories and 75' tall, which is below the maximum allowable height of 200' in the DC zoning district pursuant to M.C. § 17.05.690(A).
- A17. The 50' tower spacing requirements does not apply because the building would not be taller than 75' pursuant to M.C. § 17.05.695(B).
- A18. M.C. §17.05.725(A)(3) requires 0.5 parking stalls per unit in the DC zoning district. The proposed project has 131 hotel rooms and provides 130 parking spaces enclosed within the structure, which is 65 more than is required by City Code and the Downtown Development Regulations.
- A19. The proposed canopy meets the minimum depth to provide weather protection per the DC design guidelines. The DC design guidelines require a minimum depth of a canopy or awning to be 5'. The 5' deep canopies associated with the building meet the minimum requirement to provide protection for pedestrians from weather. The exception is at the main entry, which has a shorter canopy at 3.5 feet in depth. However, the recessed entry provides additional protection. The applicant has requested a **design departure for Weather Protection related to the vertical dimension between the underside of the canopy or awning and the sidewalk**. Per the DC design guidelines, the vertical dimension between the underside of the canopy or awning and the sidewalk shall be at least 8' and no more than 12'. The proposed design has a canopy height starting at 9'11" above the sidewalk and has a clearance for pedestrian and vehicular safety signage suspended from the canopy above the parking garage entrance at a height of 9'11". As the sidewalk slopes down at an average of 2.8% to the west, the canopy's vertical height increases to 14'11" at the northwest corner of the project, which is 2'11" above the maximum allowable height. Along 6th Street at the lowest grade, the canopy would have a vertical dimension of 17'10". The requested design departure is to exceed a portion of the canopy to extend above the 12' maximum design guideline. The architect outlines the justification as the departure of the canopy height would still meet the weather protection requirement for pedestrians, the canopy would maintain a consistent horizontal aesthetic that would allow for the storefront windows to remain a consistent size and allow for maximum interior daylight. Stepping down of the canopy to meet the guideline would adversely affect the aesthetic quality of the architecture. Maintaining a consistent horizontal plane with the canopy also defines the base of the building, which is an important aspect of the design guidelines. The canopy will have a metal frame finish, with a wood plank soffit. These canopies will also have recessed

downlights to provide lighting under the opaque covering. The applicant maintains the design of the proposed canopy with the increased vertical dimension and overall aesthetic is a significant improvement over what could have otherwise been built under minimum standards and guidelines. The applicant provided references to applicable sections of the Comprehensive Plan, including **Community & Identity**: Goal CI 2 (*Maintain a high quality of life for residents and businesses that make Coeur d'Alene a great place to live and visit*), Objective CI 2.1 (*Maintain the community's friendly, welcoming atmosphere and its small-town feel*), and Objective CI 2.2 (*Support programs that preserve historical collections, key community features, cultural heritage, and traditions*), and the key characteristics of the Downtown as highly walkable with a defined urban form that attracts area residents and tourists to the area. The design departure request includes two exhibits showing how the canopy would look if it were to meet the guideline. (WEATHER PROTECTION) - **DESIGN DEPARTURE REQUESTED**

- A20. The following Downtown Design Guidelines and development standards are not applicable: Screening of Parking Lots, Parking Lot Landscaping, and Gateways. The 131 parking spaces for the project are fully enclosed within the building and, therefore, would not trigger parking lot screening or landscaping requirement. The location of the subject property is not in a Gateway. The Gateways are key intersections within and around the edges of downtown that require special treatment and include the intersections of Sherman Ave. and Second St., Sherman Ave. and Fourth St., Front Ave. and Fourth St., and Sherman Ave. and Seventh St.
- A21. The four existing street trees will be replaced with street trees per City standards and will include new 5'x5' tree planting areas around the trees.
- A22. The existing sidewalk on Sherman Avenue from the back of curb to the property line is 14.8'. The distance from the new 5'x5' tree planting areas to the property line is approximately 8' 6". A 7' 0" wide clear pedestrian travel area will be maintained. (SIDEWALK USES - CLEAR WALKWAY)
- A23. An 18" wide area between the property line and the pedestrian travel area will be used for planting containers along Sherman Avenue. (SIDEWALK USES - STOREFRONT AREA)
- A24. Three (3) existing curb cuts will be removed - one along 6th Street and two along Sherman Avenue. Only one new 24" wide curb cut will be required on Sherman Avenue for the project. No curb cuts will be on 6th Street, which is a pedestrian-oriented street. For the new curb cut required for the driveway into the parking structure, the sidewalk pattern and material will carry across the driveway. (WIDTH AND SPACING OF CURB CUTS)
- A25. The trash area will be located behind the building off of the alley on the southeast corner of the property and will be screened from view on all sides. The enclosure will be constructed with brick to match the building and will have an opaque decorative architectural gate. (SCREENING OF TRASH)
- A26. Loading and service areas will be located within the parking structure. (SCREENING OF SERVICE AREAS)
- A27. Exterior lighting on the building will be recessed in the roof canopies at the ground floor-level to provide pedestrian lighting. Guestroom balcony roofs will have lighting and the upper roof deck will have lighting to highlight the building corner. Fully shielded wall sconces will be provided on either side of the main entry doors. (LIGHTING INTENSITY BUILDING LIGHTING)
- A28. There is one existing single-arm streetlight at the corner of Sherman and 6th Street that will remain. There are two existing post street lights along Sherman Avenue. One light will remain in its current location, and the other will be shifted to allow for the new curb cut into the parking structure. There are no existing street lights along 6th Street. (LIGHTING INTENSITY - BUILDING LIGHTING)

- A29. The DC zoning district has a 0' front and side yard setback, unless providing usable public space forecourts or vegetative screening of parking structures. Buildings may be set back from the sidewalk a maximum of 20' for public space or entries, or a maximum of 10' for vegetative screening. Setting facades close to the street may be accomplished through base structures that extend out to the sidewalk, not necessarily the full height of the building. The building meets this requirement. The street level facade along the Pedestrian-Oriented 6th Street is to the back of the sidewalk along the property line. A portion of the project on the corner of Sherman and 6th Street has a dining patio for the use of hotel guests, but it has a base structure that extends out to the sidewalk. (MAXIMUM SETBACK)
- A30. The proposed building is oriented to Sherman Avenue. The building facade along Sherman incorporates numerous windows as well as an entrance canopy and signage. The facade along 6th Street incorporates windows. The primary building entrance faces Sherman and is centered in the building facade. An outdoor patio at the ground level activates the street corner at Sherman Avenue and 6th Street. (ORIENTATION TO THE STREET)
- A31. The DC Design Guidelines require the principal entry to have two elements. The main building entrance is centered on the facade along Sherman Avenue and welcomes pedestrians with an overhanging canopy as well as a recess in the main building wall. Those are both allowed design elements. Some form of weather protection shall also be provided. Both the canopy and the recess provide added weather protection for pedestrians. These features, along with clear signage, help identify this visually prominent entrance (ENTRANCES)
- A32. The proposed structure incorporates a top, middle and base, as required by the DC zoning district (MASSING)
- The top section of the building is distinguished by overhanging roofs, an open roof deck with trellis, and additional windows. The main material is a dark metal panel, with accent metal panels. (TOP)
 - The middle section of the building has a regular pattern of guestroom windows surrounded by dark and light color brick veneer. Also, there are some dark and accent metal panels to connect the base to the top. (MIDDLE)
 - The base of the building features a large amount of storefront glazing and canopies to define the ground level. The finish is a combination of light grey brick, darker composite panels accented with horizontal wood siding with a decorative concrete plinth. (BASE)
 - The base of the building aligns with the property lines of the lot, but steps back above the ground floor level to allow for the required 10-foot setback over 45 feet above grade. The only parts of the building that extend past these setbacks are roof overhangs and balconies. The only part of the building that is taller than 75 feet is the elevator penthouse, which is much smaller than the 8000 SF Tower Floor Size restriction at 176 SF, and is over the minimum Tower Separation of 50 feet noted in the Site Performance Standards. At approximately 77 feet tall, the overall building height is well below the maximum 200 ft building height. (BUILDING BULK)
 - Sherman Avenue has a mix of low-and mid-rise buildings, which align well with the scale of the plinth of the proposed hotel. The overall mass of the building helps transition from these shorter structures to the high-rise residential buildings on Front Avenue. (CITY BLOCK ELEVATIONS)
- A33. The ground floor of the building has the most amount of character to provide visual interest to pedestrians, including: Pedestrian-scaled signs to identify the building entry; seasonal planting in multiple planters against the building along Sherman Avenue; metal canopies above the ground floor storefront windows; accent wall sconces on either side of the main entrance; and a decorative concrete plinth to

ground the building. The ground level also features an elevated patio at the corner of Sherman and 6th Street to add a further level of detail in this area. (GROUND LEVEL DETAILS)

- A34. The proposed structure would meet the minimum glazing requirement for Ground Floor Windows by providing 40% window and glazed door area in the "window zone" of the façade along Sherman Avenue and a "26% "window" area" in the window zone along the 6th Street façade (GROUND FLOOR WINDOWS)
- A35. The DC Design Guidelines require a visual connection between activities inside and outside the building. Ground level facades oriented to pedestrian-oriented streets require a minimum of 60% transparency and vehicular-oriented streets require a minimum of 40% transparency. The proposed structure meets the transparency requirement for ground floor windows with a minimum of 60% transparency. (GROUND FLOOR WINDOWS)
- A36. The proposed design is in compliance with the treatment of blank walls. The street-facing walls of the building are mostly broken up by windows and doors, but there are additional architectural features that break up the impact of the walls, including: a concrete plinth that varies in height depending on the grade change (from 1-2 up to 6'-0"); a change in brick materials above the ground floor level, acting as a "belt course" for the building; recess the façade at least 2'-0" in depth; and roof overhangs/canopies at the ground floor level and upper roof level that vary from 3'-0" to 5'-0" in depth. Additional features at the pedestrian level include contrasting wall material and vegetated planter boxes (TREATMENT OF BLANK WALLS)
- A37. The parking for the project is screened by being designed as part of the building. Other than the entrance, the parking is hidden from view. The main floor parking is integrated into the "plinth" on the no-street facing facades. (SCREENING OF PARKING STRUCTURES)
- A38. The building design doesn't include any pitched roofs. The typical roofline of the building includes a 3' overhanging cornice to create a prominent edge against the sky. At recessed wall locations, this overhang extends 5'6" feet past the wall face, creating an even more dramatic cornice. Additionally, the building features accent tower elements of varying heights and a roof deck with a large trellis to add increased interest at the roof edge. (ROOF EDGE)
- A39. The proposed building is designed with extended parapets to screen a majority of the rooftop equipment. The only rooftop mechanical equipment that extends above the main parapet is the Elevator Penthouse, which will be surrounded by a framed wall and finished in the same dark metal panels as part of the main building façade. (SCREENING OF ROOFTOP MECHANICAL EQUIPMENT)
- A40. The DC design guidelines require new projects to relate to the context of the Downtown's historical features. The existing site is a vacant property with lawn, so the project doesn't include any renovation or redevelopment. As a new construction project, the proposed building relates to the surrounding context through: the use of brick as a predominant exterior finish; the massing of the building with a base, middle, and top; the scale of the building as a steppingstone between the smaller buildings along Sherman Avenue and the high-rise residential Parkside Building. The design of the building is a contemporary structure that relates to the primarily modern surrounding architecture. (UNIQUE HISTORIC FEATURES)
- A41. The two main building signs are placed on the vertical-wood-siding-finished vertical towers of the building for wayfinding by automobile traffic, in lieu of pylon signs. These signs are 188 SF and 36 SF, respectively. Additionally, channel letter signs are located above the ground floor canopies to designate the main entrance and the parking entrances. These signs are 42 SF for the main entrance and 14 SF (each) for the two parking entrances. There are two placard signs on either side of the main

entrance doors for pedestrian wayfinding. (INTEGRATION OF SIGNS WITH ARCHITECTURE)

- A42. The signage for the building was selected from the Brand's standard signage options. Their designs are highly graphic for brand identity, but also offer a variety of installations and styles including typical wall signs, channel letter wall signs, freestanding channel letter entry signs, as well as smaller pedestrian-oriented placard signs at the entry doors. The freestanding channel letter sign at the entry canopy is supported by brackets and directs pedestrians to the building entry. (CREATIVITY/INDIVIDUALITY OF SIGNS)
- A43. The total building signage would total 302 square feet, which would be under the City's maximum sign allowance of 603 square feet under the Sign Code based on the property frontage. (SIGN ALLOWANCE)
- A44. The DC zoning district requires that building floors over 45' in height above grade shall be stepped back 10' from the right-of-way on 6th Street. The project design does meet this requirement. The base of the building aligns with the property lines of the lot, but steps back above the ground floor level to allow for the required 10-foot setback over 45 feet above grade. The only parts of the building that extend past these setbacks are roof overhangs and balconies. (UPPER LEVEL STEPBACK)
- A45. The Planning Department has provided a recommended condition of approval relating to consistency with the approved design, as noted below.
- A46. The City Engineer has provided recommended conditions of approval for consideration by the DRC to ensure compliance with City Codes related to pedestrian safety, as noted below.

The DRC heard testimony from the public and the applicant, and based on the public record adopt all 46 Findings of Fact. The DRC concludes that the proposal is in conformance with the applicable design standards and the request for the design departure satisfies the criteria in accordance with a design departure. The increased height of the canopy for snow and rain protection would not have a detrimental effect on the project. The building does provide a high degree of craftsmanship, building design and quality of materials. This is a thoughtful and comprehensive approach to the design.

B. CONCLUSIONS OF LAW

Based on the foregoing Findings of Fact, the Design Review Commission makes the following Conclusions of Law.

1. This proposal is in conformance with the following applicable Downtown Development Standards and other applicable Municipal Code requirements:
 - Floor Area Ratio (FAR)
 - Height
 - Upper Level Stepback
 - Required Parking Ratio
 - Street Trees
 - Sign Allowance
 - Curb Cuts
2. The requested Design Departure for Weather Protection has satisfied the criteria for approving a design departure.
 - The requested departure does meet the intent statements relating to applicable development standards and design guidelines.
 - The departure will not have a detrimental effect on nearby properties or the city as a whole.

- The project's building does exhibit a high degree of craftsmanship, building detail, architectural design, or quality of materials that are not typically found in standard construction. In order to meet this standard, an applicant must demonstrate to the planning director that the project's design offers a significant improvement over what otherwise could have been built under minimum standards and guidelines.
 - The proposed departure is part of an overall, thoughtful and comprehensive approach to the design project as a whole .
 - The project is consistent with the comprehensive plan and any applicable plan.
3. This proposal is in conformance with the Downtown Design Guidelines with regard to the following design standards and guidelines with conditions:
- Location of Parking
 - Sidewalk Uses (Amenity Zones, Clear Walkways, and Storefront Area)
 - Width and Spacing of Curb Cuts
 - Screening of Trash/Service Areas
 - Lighting Intensity
 - Maximum Setback
 - Orientation to the Street
 - Entrances
 - Massing
 - Ground Level Details
 - Ground Floor Windows
 - Weather Protection (**NOTE: Design Departure requested**)
 - Treatment of Blank Walls
 - Screening of Parking Structures
 - Roof Edge
 - Screening of Rooftop Mechanical Equipment
 - Unique Historic Features
 - Integration of Signs with Architecture
 - Creativity/Individuality of Signs

C. DECISION

The Design Review Commission, pursuant to the foregoing Findings of Fact and Conclusions of Law, grants design review approval of the application for a six (6) story hotel with below story hotel with below grade parking along Sherman Avenue, located at 602 & 612E. Sherman Avenue, Coeur d'Alene, Idaho, with the following conditions.

Conditions:


1. The proposed design shall be substantially similar to those submitted with Item DR-1-24.
2. Sidewalks along Sherman Ave and 6th Street must be brought into compliance with the ADA.
3. Any existing driveway approaches not being used with the proposed development shall be removed.
4. The applicant shall complete a traffic study including a pedestrian safety study.
5. Pedestrian safety features recommended by the study and approved by the City shall be installed.
6. Explore with staff the opportunity to enhance the concrete band and wall along 6th Street to enhance the pedestrian-oriented street. Consider architectural features and/or artwork.

Motion by Commissioner Ingalls, seconded by Commissioner Pereira, to adopt the foregoing Findings of Fact, Conclusions of Law, and Order, and grant design review approval of the application.

ROLL CALL:

Commissioner Priest	Voted Aye
Commissioner Ingalls	Voted Aye
Commissioner Snodgrass	Voted Aye
Commissioner Pereira	Voted Aye
Commissioner Lemmon	Voted Aye
Chairman Messina	Voted Aye

Motion to approve carried by a 6 to 0 vote.



CHAIRMAN TOM MESSINA

Dated: February 21, 2024

**DESIGN REVIEW COMMISSION
MINUTES**

JANUARY 25, 2024

Conference Room #6, City Hall

THURSDAY

12:00 pm

COMMISSIONERS PRESENT:

Greta Snodgrass
Tom Messina (Chairman)
Michael Pereira (Vice-Chairman)
Jef Lemmon
Jon Ingalls
Skip Priest

STAFF MEMBERS PRESENT:

Hilary Patterson, Community Planning Director
Tami Stroud, Associate Planner
Traci Clark, Administrative Assistant

CALL TO ORDER:

The meeting was called to order by Chairman Messina at 12:00 p.m.

MINUTES: *ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS**

November 9, 2023 – Design Review Commission Meeting

Motion by Commissioner Ingalls, seconded by Commissioner Priest, to approve the minutes of the Design Review Commission meeting on November 9, 2023. Motion Carried.

COMMISSION COMMENTS:

Chairman Messina stated how the hearing will proceed and what will take place. He explained what the Design Review Commission does and the guidelines they have to go by. The decision the Commission makes is based on the strict guidelines. Other items such as parking, height, etc. it is not discussed during this hearing. Those items do not influence the decision of the Commission. The Applicant is doing this by right, and staff will educate us what the zoning is and what they can do on this piece of property following strict codes and zoning. This item does not have to go in front of the Planning and Zoning Commission or City Council.

Commissioner Priest would like to state he does not feel he has a conflict of interest. Staff had requested he bring this to the attention to the Commission and the Public. He is the President of the McEuen Homeowners' Association, which is a nearby building to this property. He is also on the Downtown Strategic Planning Community. This project was not brought up in those meetings. He is the neighborhood block watch captain, and works with the CDA Police Department. He does not believe they are a conflict of interest in anyway.

STAFF COMMENTS:

Tami Stroud, Associate Planner, stated regarding the public comments, the meeting for the Commission

will include a period of time for public comments, each person that wishes to comment shall be allowed the maximum of 3 minutes. Any public comment on the proposed project should be on matters related to the adopted design standards and guidelines. No comment shall be taken on matters which cannot be modified by the Commission, including, but not limited to, basic zoning requirements, nor area ratio, building height, density, use, parking, access, engineering, building codes, etc. The Chairman has the power to conduct the meeting in an orderly manner including a reasonably limited debate determining whether by comments by the applicant or the public are appropriate or within the purview of the Commission and ensuring that any decision that the Commission has arrived at collectively.

PUBLIC COMMENTS:

None.

NEW BUSINESS

1. Applicant: CDA Hotel, LLC
Location: 602 & 612 E. Sherman Ave
Request: Proposing to build six (6) story Marriott Hotel with a parking structure three stories underground for guest parking (DR-1-24)

Ms. Stroud provided the following statements:

Michael Nilson, architect with the Richardson Design Partnership, on behalf of CDA Hotel LLC, is requesting a First Meeting with the Design Review Commission for a 6-story Marriott Hotel. The applicant participated in a Project Review Meeting and an Initial Meeting with Planning Staff as required by Municipal Code § 17.09.325(D). The proposed project will have approximately 131 rooms, a fitness center, rooftop bar, outdoor patio, and parking structure for guest parking which continues three stories underground. The subject property is in the Downtown Core (DC) zoning district, and must adhere to the Downtown Coeur d'Alene Design Guidelines.

DECISION POINT:

Should the Design Review Commission approve the design for the 6-story Marriott Hotel located at 602 and 612 E. Sherman Avenue in the Downtown Core (DC) zoning district either with or without conditions, or direct modifications to the project's design and require a second meeting?

PROJECT OVERVIEW

The site is located on a 20,993 SF parcel along Sherman Avenue between 6th and 7th Streets. The property is currently vacant and is a grassy lot previously used for the "Live After 5" music events several years ago. The parcels are comprised of 2-lots that will be consolidated for building permit purposes. The property abuts Idaho Trust Bank directly to the east. Parkside Condominiums are located to the south, across the alley from the proposed hotel. The applicant is proposing a six-story (6) hotel structure with 131 guestrooms. A ground floor dining area with an outdoor patio, bar and fitness center will be available for hotel guests. A rooftop bar and lounge will be open to hotel guests and the public. Parking for hotel guests will be provided in the underground parking structure, which continues three stories underground with a total of 130 parking spaces, 8 of which are on the ground floor. The rooftop bar and lounge, open to the public, is exempt from parking because it is less than 3,000 S.F. The total height of the building is 77'-0" feet tall which includes the elevator penthouse, and is below the maximum height allowed in the Downtown Core (DC) which is 200' tall. The proposed project is located in the DC (Downtown Core) zoning district, and must adhere to the (DC) Downtown Core Design Guidelines and Standards.

DC- Downtown Core – This district is envisioned to have the highest intensity uses, especially retail, office, residences, and hotels contained within low-rise and high-rise buildings. Shops and restaurants would be located along key streets. Major public spaces and buildings would anchor the district. Over time, parking would be increasingly located within structures.

- The proposed design is in compliance with the treatment of blank walls. The street-facing walls of the building are mostly broken up by windows and doors, but there are additional architectural features that break up the impact of the walls, including: a concrete plinth that varies in height depending on the grade change (from 1'-2" up to 6'-0"); a change in brick materials above the ground floor level, acting as a "belt course" for the building; recesses in the façade at least 2'-0" in depth; and roof overhangs/canopies at the ground floor level and upper roof level that vary from 3'-0" to 5'-0" in depth. Additional features at the pedestrian level include contrasting wall material and vegetated planter boxes (TREATMENT OF BLANK WALLS)
- The parking for the project is screened by being designed as part of the building. Other than the entrance, the parking is hidden from view. The main floor parking is integrated into the "plinth" on the no-street facing façades.(SCREENING OF PARKING STRUCTURES)
- The building design doesn't include any pitched roofs. The typical roofline of the building includes a 3' overhanging cornice to create a prominent edge against the sky. At recessed wall locations, this overhang extends 5'6" feet past the wall face, creating an even more dramatic cornice. Additionally, the building features accent tower elements of varying heights and a roof deck with a large trellis to add increased interest at the roof edge. (ROOF EDGE)
- The proposed building is designed with extended parapets to screen a majority of the rooftop equipment. The only rooftop mechanical equipment that extends above the main parapet is the Elevator Penthouse, which will be surrounded by a framed wall and finished in the same dark metal panels as part of the main building façade. (SCREENING OF ROOFTOP MECHANICAL EQUIPMENT)
- The DC design guidelines require new projects to relate to the context of the downtown's historical features. The existing site is a lawn-covered dog park, so the project doesn't include any renovation or redevelopment. As a new construction project, the proposed building relates to the surrounding context through: the use of brick as a predominant exterior finish; the massing of the building with a base, middle, and top; the scale of the building as a steppingstone between the smaller buildings along Sherman Avenue and the high-rise residential Parkside Building. The design of the building as a contemporary structure that relates to the primarily modern surrounding architecture. (UNIQUE HISTORIC FEATURES)
- The two main building signs are placed on the vertical-wood-siding-finished vertical towers of the building for wayfinding of automobile traffic, in lieu of pylon signs. These signs are 188 SF and 36 SF, respectively. Additionally, channel letter signs are located above the ground floor canopies to designate the main entrance and the parking entrances. These signs are 42 SF for the main entrance and 14 SF (each) for the two parking entrances. There are two placard signs on either side of the main entrance doors for pedestrian wayfinding. (INTEGRATION OF SIGNS WITH ARCHITECTURE)
- The signage for the building was selected from the Brand's standard signage options. Their designs are highly graphic for brand identity, but also offer a variety of installations and styles including typical wall signs, channel letter wall signs, freestanding channel letter entry signs, as well as smaller pedestrian-oriented placard signs at the entry doors. The freestanding channel letter sign at the entry canopy is supported by brackets and directs pedestrians to the building entry. (CREATIVITY/INDIVIDUALITY OF SIGNS)
- The total building signage would total 302 square feet, which would be under the City's maximum sign allowance of 603 square feet under the Sign Code based on the property frontage. (SIGN ALLOWANCE)

- The DC zoning district requires that building floors over 45' in height above grade shall be stepped back 10' from the right-of-way on 6th Street. The project design does meet this requirement. The base of the building aligns with the property lines of the lot, but steps back above the ground floor level to allow for the required 10' setback over 45' above grade. The only parts of the building that extend past these setbacks are roof overhangs and balconies. UPPER LEVEL STEPBACK)
- The following design guidelines and development standards are not applicable: Screening of Parking Lots, Parking Lot Landscaping, and Gateways.
- The Planning Department has provided a recommended condition of approval relating to consistency with the approved design, as noted below.

The City Engineer has provided recommended conditions of approval for consideration by the DRC to ensure compliance with City Codes related to pedestrian safety, as noted below.

Chris Bosley, City Engineer provided comments during the project review meeting held on August 1st, 2023. An updated site plan was submitted and additional comments have been provided below based on the updated site plan and renderings submitted for the proposed hotel. The City Engineer will coordinate with the development team to discuss the proposed conditions on the following: The applicant shall complete a traffic study including a pedestrian safety study that illustrates how conflicts with pedestrians will be managed.

- Pedestrian safety features recommended by the study and approved by the City shall be installed during construction.
- Sidewalks along Sherman Ave and 6th Street must be brought into ADA compliance, including replacement of cracked and broken slabs.
- Any existing driveway approaches not being used with the proposed development shall be removed. The below conditions will need to be met prior to permit sign-off.

STAFF EVALUATION OF FACTS

- The subject property is located at 602 and 612 E. Sherman Avenue in the Downtown Core (DC) zoning district, which requires review and approval of the design by the City's Design Review Commission.
- The property is subject to the Downtown Core Design Guidelines and the Downtown Development Standards.
- The applicant has submitted all required materials for design review.
- The applicant has completed a project review meeting on August 1, 2023.
- The applicant has completed an initial meeting with staff on October 21, 2023.
- The applicant is seeking design review from the Design Review Commission at an initial meeting on January 25, 2024.
- 136 public hearing notices were mailed on January 10, 2024.
- The public hearing notice was published in the Coeur d'Alene Press on January 6, 2024.
- The subject property was posted with the public hearing notice on January 11, 2024.
- Sherman Avenue in the project vicinity is designated as a Vehicle-Oriented Street.
- 6th Street in the project vicinity is designated as a Pedestrian-Oriented Street.
- The applicant has requested a design departure for Weather Protection as noted below.
- The subject property is 20,993 square feet and the building square footage would be 20,886 square feet, which is 99.4% site coverage. This equates to less than 1.0 FAR, which is less than

is allowed by right with the DC zoning district. No FAR bonuses have been requested. (FAR BONUSES)

- The proposed project would be 6 stories and 75' tall, which is below the maximum allowable height of 200' in the DC zoning district. (BUILDING HEIGHT)
- The DC zoning district requires 0.5 parking stalls per unit. The proposed project would have 131 hotel rooms and provides 130 parking spaces enclosed within the structure, which is 65 more than is required by the Downtown Development Standards (Restaurants less than 3,000 S.F. are exempt from parking requirements.) (PARKING COUNT & LOCATION)
- The four existing street trees will be replaced with street trees per City standards and will include new 5'x5' tree planting areas around the trees. (SIDEWALK USES – AMENITY ZONES)
- The existing sidewalk on Sherman Avenue from the back of curb to the property line is 14.8'. The distance from the new 5'x5' tree planting areas to the property line is approximately 8'-6". A 7'-0" wide clear pedestrian travel area will be maintained. (SIDEWALK USES – CLEAR WALKWAY)
- An 18" wide area between the property line and the pedestrian travel area will be used for planting containers along Sherman Avenue. (SIDEWALK USES – STOREFRONT AREA)
- Three (3) existing curb cuts will be removed – one along 6th Street and two along Sherman Avenue. Only one new 24" wide curb cut will be required on Sherman Avenue for the project. No curb cuts will be on 6th Street, which is a pedestrian-oriented street. For the new curb cut required for the driveway into the parking structure, the sidewalk pattern and material will carry across the driveway. (WIDTH AND SPACING OF CURB CUTS)
- The trash area will be located behind the building off of the alley on the southeast corner of the property and will be screened from view on all sides. The enclosure will be constructed with brick to match the building and will have an opaque decorative architectural gate. (SCREENING OF TRASH)
- Loading and service areas will be located within the parking structure. (SCREENING OF SERVICE AREAS)
- Exterior lighting on the building will be recessed in the roof canopies at the ground floor level to provide pedestrian lighting. Guestroom balcony roofs will have lighting and the upper roof deck will have lighting to highlight the building corner. Fully shielded wall scones will be provided on either side of the main entry doors. (LIGHTING INTENSITY – BUILDING LIGHTING)
- There is one existing single-arm tall streetlight at the corner of Sherman and 6th Street that will remain. There are two existing post streetlights along Sherman Avenue. One light will remain in its current location, and the other will be shifted to allow for the new curb cut into the parking structure. There are no existing streetlights along 6th Street. (LIGHTING INTENSITY – STREET LIGHTING)
- The DC zoning district has a 0' front and side yard setback, unless providing usable public space, forecourts or vegetative screening of parking structures. Buildings may be set back from the sidewalk a maximum of 20' for public space or entries, or a maximum of 10' for vegetative screening. Setting façades close to the street may be accomplished through base structures that extend out to the sidewalk, not necessarily the full height of the building. The building meets this requirement. The street level façade along the Pedestrian-Oriented 6th Street is set up to the back of the sidewalk along the property line. A portion of the project on the corner of Sherman and 6th Street has a dining patio for the use of hotel guests but it has a base structure that extends out to the sidewalk. (MAXIMUM SETBACK)
- The proposed building is oriented to Sherman Avenue. The building façade along Sherman incorporates numerous windows as well as an entrance canopy and signage. The façade along 6th Street incorporates windows. The primary building entrance faces Sherman and is centered in the

building façade. An outdoor patio at the ground level activates the street corner at Sherman Avenue and 6th Street. (ORIENTATION TO THE STREET)

- The DC design guidelines require the principal entry to have two elements. The main building entrance is centered on the façade along Sherman Avenue and welcomes pedestrians with an overhanging canopy as well as a recess in the main building wall. Those are both allowed design elements. Some form of weather protection shall also be provided. Both the canopy and the recess provide added weather protection for pedestrians. These features, along with clear signage, help identify this visually prominent entrance. (ENTRANCES)
- The proposed structure incorporates a top, middle and base, as required by the DC zoning district (MASSING)
 - The top section of the building is distinguished by overhanging roofs, an open roof deck with trellis, and additional windows. The main material is a dark metal panel, with accent metal panels. (TOP)
 - The middle section of the building has a regular pattern of guestroom windows surrounded by dark and light color brick veneer. Also, there are some dark and accent metal panels to connect the base to the top. (MIDDLE)
 - The base of the building features a large amount of storefront glazing and canopies to define the ground level. The finish is a combination of light grey brick, darker composite panels accented with horizontal wood siding with a decorative concrete plinth. (BASE)
 - The base of the building aligns with the property lines of the lot, but steps back above the ground floor level to allow for the required 10-foot setback over 45 feet above grade. The only parts of the building that extend past these setbacks are roof overhangs and balconies. The only part of the building that is taller than 75 feet is the elevator penthouse, which is much smaller than the 8000 SF Tower Floor Size restriction at 176 SF and is over the minimum Tower Separation of 50 feet noted in the Site Performance Standards. At approximately 77 feet tall, the overall building height is well below the maximum 200 ft building height. (BUILDING BULK)
 - Sherman Avenue has a mix of low-and mid-rise buildings, which align well with the scale of the plinth of the proposed hotel. The overall mass of the building helps transition from these shorter structures to the high-rise residential buildings on Front Avenue. (CITY BLOCK ELEVATIONS) The ground floor of the building has the most amount of character to provide visual interest to pedestrians, including: Pedestrian-scaled signs to identify the building entry; seasonal planting in multiple planters against the building along Sherman Avenue; metal canopies above the ground floor storefront windows; accent wall sconces on either side of the main entrance; and a decorative concrete plinth to ground the building. The ground level also features an elevated patio at the corner of Sherman and 6th Street to add a further level of detail in this area. (GROUND LEVEL DETAILS)
- The proposed structure would meet the minimum glazing requirement for Ground Floor Windows by providing 40% window and glazed door area in the “window zone” of the façade along Sherman Avenue and 26% “window area” in the window zone along the 6th Street façade (GROUND FLOOR WINDOWS)
- The DC design guidelines require a visual connection between activities inside and outside the building. Ground level façades oriented to pedestrian-oriented streets require a minimum of 60% transparency and vehicular-oriented streets require a minimum of 40% transparency. The proposed structure would meet the transparency requirement for ground floor windows with a minimum of 60% transparency. (GROUND FLOOR WINDOWS)

DECISION POINT

The DRC should grant the application in Item DR-1-24, a request by Michael Nilson, The Richardson Design Partnership, on behalf of CDA Hotel LLC, a six (6) story hotel with below grade parking along Sherman Avenue, located at 602 & 612 E Sherman Avenue, Coeur d'Alene, Idaho, be approved with or without conditions, or determine that the project would benefit from an additional DRC Meeting to review project changes in response to the first DRC Meeting or if it is deemed necessary based on all the circumstances.

Ms. Stroud concluded her presentation.

Commission Comments:

Chairman Messina asked Ms. Stroud regarding the guidelines, there is a lighting intensity standard. He asked if this applies to lit signage as well as lighting for the entrance to the hotel and entrance to the parking.

Ms. Stroud replied the signage will be at the end of the facts and findings and has some comments from staff detailing the signage. On page 16 of the staff report regarding lighting intensity this will give you more information. Staff did speak with Kelley Setters, Deputy City Clerk, she stated in her report the illumination must not create an unsafe or hazardous distraction to others. The brightness or intensity of lighting for a sign including an electronic message display shall not exceed 5,000 nits from dark to dusk or 500 nits from dusk to dawn. The applicant will provide more information to verify the signage that will be installed.

Ms. Patterson, Community Planning Director replied there are no illuminating signs, digital or reader boards, or flashing signs. These are all prohibited in the DC district.

Ms. Patterson stated she wanted to give more guidance on the lighting guidelines for the principal entrance. The lighting is more for the pedestrians. There is also weather protection at the entrance of the building. Ms. Patterson also clarified that the pedestrian-oriented street designation on Sherman Avenue stops at Sixth Street. Sixth Street is the pedestrian-oriented Street and Sherman is a vehicle-oriented street in the vicinity of the project.

Commissioner Lemmon asked if the pedestrians are only allowed access into the building on Sherman Avenue.

Ms. Patterson replied that is correct. The pedestrians will have access only at the front entrance on Sherman Avenue along with the vehicles using the parking structure. The vehicles will also exit the parking structure off of the alley in the back of the building.

Commissioner Lemmon asked if the applicant wanted the pedestrians to have access off of Sixth Street could they do a design departure.

Ms. Patterson replied yes, but they have not asked for one.

Commissioner Priest stated there is an exit into the alley, and asked is that only for vehicles exiting into the alley out of the parking structure.

Ms. Patterson replied that vehicles could exit out onto the alley or onto Sherman Avenue. She further clarified that Sherman Avenue is vehicle-oriented that is why they have the vehicle access on Sherman Avenue and not on Sixth Street, which is pedestrian-oriented.

Chairman Messina opened the public hearing and swore in the applicant and the public as a group.

Applicant Testimony:

The applicant provided the following statements:

Parker Lange who is with the development team, introduced himself and wanted to let the Commission know he will answer any questions the Commission will have throughout the presentation.

Michael Nilson, the architect from The Richardson Design Partnership from Salt Lake City introduced himself. The project sits on 0.482 acres. The primary occupancy is the hotel, a parking garage that has three (3) stories underground. On the sixth floor of the hotel, there will be an open bar for the public and guests. The first level will also have a bar breakfast area, that is part of the hotel amenities. There will be 231 rooms and 130 parking stalls. The design guidelines require the location of parking to be located within the foot print of the building, where it is not on the outside of the building taking up street parking. There will be 14 bike racks and accessible van stalls, 28 compact parking spaces, 97 standard stalls and 5 accessible stalls on all levels of the parking structure.

The amenity zone in the DC guidelines will have four existing street trees on Sherman Avenue and one on Sixth Street. Those will be removed during the construction, but they will be replaced. The sidewalk will have a clearance of 8'6" and the minimum is 7'. They will take the extra 18" to create a store front area where they will be placing above-ground container planting to enhance the walking experience along the sidewalk. The curb cuts that are existing will be removed and a street light will also be moved on Sherman Avenue. The trash pickup is located on the alley side and will be screened with appropriate materials; this will be locked down. The lighting for the building will have recessed lighting that will be tucked into the canopies or right against the alcove. There is no uplighting. The sconces are all covered and lit on the bottom. There are three existing street lights surrounding the property. The setbacks along Sixth Street will be a close to the property line. There is a small portion of the building that is recessed. This will be used for an outdoor patio used by hotel guests during the day. The main pedestrian entrance will be in the middle of this project facing Sherman Avenue and the vehicle entrance is on the east side of the building off of Sherman Avenue. The entrances will have canopy coverings to provide weather protection. There will be some marquee signs on either side of the door. Massing is required on three distinct levels of the building. A strong base - this will be a darker brick, lots of store front windows, metal and a top, this will be a metal but looks like wood for the durability. The sixth story will be an open patio for guests and the public. The impact is minimal with a 10' setback on the property line. The height will be 75', but they could go up to 200 feet. The ground level details include pedestrian scale signs on the building. They will have seasonal plantings along the building. The canopies are required to be 5' projecting from the building and to be a maximum of 12', this is where the design departure comes in. The canopy's start at 9'11" above the sidewalk which will give adequate clearance for any hanging signs for pedestrian and vehicular traffic. The sidewalk does slope on a 2% grade on the Sherman Avenue side and a 3% grade on the Sixth Street side. In order to keep the integrity of the canopy with the linear design of the building, they breach the 12' mark throughout the building and this breach happens across Sixth Street. This provides the rain and snow protection. It covers 94% of the façade along Sherman Avenue and 81% along Sixth Street. This fits with the aesthetic design of the building. He would like to keep the aesthetic as is.

This design departure satisfies the Comprehensive Plan for hospitality uses, to bolster Coeur d'Alene as a tourist attraction and maintain the community friendly welcoming atmosphere with a small town feel. Coeur d'Alene recognizes and celebrates its historical and cultural roots, Coeur d'Alene recognizes the past and present of the Coeur d'Alene Tribe and its connection with the natural environment with the Coeur d'Alene identity as a cultural center of North Idaho and creates social connections with wide variety of activities events and public spaces for community members to gather year around. This project will facilitate such gathering as a hospitality destination. This will bring tourism in the community and feed the businesses on Sherman Avenue and Coeur d'Alene's downtown and will provide the nightlife activity with the roof top bar that will have the view of the city and the lake. The parking structure will provide adequate parking for this project while keeping the walkable feel of the streets. There are no blank walls that are over 30'. The parking is fully screened except for the access. The roof edge will have a cornice, and it will have a 3' canopy overhang.

All of the mechanical elements on the roof top will be screened. This project is at the edge of Coeur d'Alene's historical district and near more contemporary construction. The building will have the more dominant material of brick on its base. This building acts as a stepping stone between the small buildings along Sherman Avenue and the high-rise residential Parkside building. The signs will look like wood and is part of the Marriott

brand. It will only be lit up for the words – the signage won't have additional lighting. There needs to be a 40'x40' view triangle of the corner of Sherman Avenue and Sixth Street, which is provided.

The applicant showed the materials that will be used on the project to the Commissioners by passing around samples and showing renderings of the building with the materials.

Chairman Messina asked about the outdoor decking material and if it would be some sort of concrete.

Mr. Nilson replied that yes, it will be a concrete deck. The deck on the outdoor terrace will be a recessed pedestal system. When the water accumulates it will flow down into a drain system.

Chairman Messina asked about the roofing material on the roof top and asked what material and what color it would be.

Mr. Nilson replied it will have a membrane; the color is typically white because it helps decrease the heat affect. The darker the color more heat radiates up. There are multiple colors to choose from.

Mr. Nilson states they do comply with the FAR. They are allowed to do bonuses but they did not request any. The area that they can build they are under the allowable FAR numbers. They are allowed 83,972 square feet and they are providing 76,007 square feet. They do not need to make the building any bigger than it needs to be.

Mr. Nilson concluded with this presentation.

Commission Discussion:

Chairman Messina would like to know about the outdoor decking on the top floor in regards to the tower behind it. Would it be over by the Sweet Lous restaurant so this is not right up against the towers itself.

Mr. Nilson states that the deck will take up the whole Sixth Street frontage. The rooftop patio is 10 feet plus. It is an additional foot off of the property.

Chairman Messina asked for further clarification on its proximity to living spaces in Parkside. He asked the applicant to clarify if the outdoor decking is not directly against living spaces, and closer to mechanical equipment and the deck that is up above Sweet Lou's restaurant on the Parkside building. The applicant verified that the outdoor space will be parallel to the Sweet Lous Restaurant and not someone's apartment in the tower. Chairman Messina asked if they could work with the Arts Commission to put something on the blank wall on the pedestrian side of Sixth Street.

Mr. Nilson replied yes, he will work on putting something on the wall.

Commissioner Lemmon asked about how much glazing was done on the wall along Sixth Street.

Mr. Nilson replied there was 26% glazing, and noted that the grade does drop toward the alley making it difficult to put more glazing.

Commissioner Lemmon asked about the transparency of the windows.

Ms. Patterson replied the percentage of glass is one requirement and the transparency is the other. All of the windows on the ground floor are 60% transparency on both street frontages.

Mr. Nilson stated this is not obscured glazing. People can see in and out of the windows. They do want the interaction between the hotel lobby and the street.

Commissioner Pereira asked if all the parking will still remain on the curbs.

Ms. Patterson replied yes. There is no on-street parking going away.

Mr. Nilson stated there will be a security gate parking that has tickets. He states that by code the height to park in the parking garage will be 8'4" clearance to accommodate a tall truck.

Chairman Messina asked the applicant if he can touch on construction staging.

Mr. Lange replied they are working with city staff and their contractor now. They are expecting about two years of construction at this site. They are hoping to start sometime this year on the project.

Commissioner Pereira asked why they did not go to the 220'.

Mr. Lange replied that they wanted to have a building that would fit the needs of how many guests they could accommodate and the economic conditions.

Commissioner Priest asked about the underground parking and that they would be digging about 15' away from another underground parking structure. This is not New York with rock solid foundation. Has city staff looked at the potential negative impact on structural reliability for both buildings.

Ms. Patterson replied yes. This is handled through of the city departments and staff are working with the applicant and engineering. The Thomas George building that is under construction right now is a bigger engineering feat because of the parking in the McEuen parking structure.

Commissioner Lemmon stated he has concerns with the traffic on Sherman Avenue.

Mr. Lange replied that the guest traffic is signed as such. They will all enter on Sherman Avenue because we are required to have vehicle traffic only on Sherman Avenue because of the city ordinance. The guests would exit out onto the alley or if they are dropped off at the front of the building.

Chairman Lemmon asked can you make a left turn into the parking structure if you are heading west on Sherman Ave.

Ms. Stroud interjected that on page 46 of the staff report under the recommendation of the conditions of approval, there was a project review where Chris Bosley the City Engineer did look at this project and the applicant did not have the designs completed at that time. They needed feedback from City staff and looking at the design and then receiving recommendations from city staff. The applicant then provided his site plan, and proposed access. Mr. Bosley went over everything and added the comments and conditions, sidewalks along Sherman Avenue and Sixth Street must be into ADA compliance, any existing driveway approaches not being used with the proposed development shall be removed. The applicant shall complete a traffic study including a pedestrian safety study. Mr. Bosely will provide the study and then his recommendations will follow.

Chairman Messina asked what if there are any changes today. What happens then.

Ms. Stroud replied if there is a significant change, the Design Review Committee would have another Commission meeting.

Commissioner Pereira stated that the rooftop bar will be packed with people.

Commissioner Ingalls stated that there are 22 design elements. There are 19 total on this design because three are not applicable. The Commission is very limited in their role. They are only here to address the design.

Chairman Messina stated when the public comments, they need to focus on the design and not that housing or something else that needs to go on this property. The Commission has a decision based on the Findings.

Ms. Stroud presented the pages of Findings of Fact to the Commission.

Commissioner Lemmon asked if the Commission could be moved to a second meeting if the Commission wants to see a traffic study.

Ms. Patterson replied no.

Chairman Messina also stated no, that has nothing to do with the Design Commission.

Commissioner Ingalls commented that the public needs to make comments on the design elements. The Commission is judging their decision on the facts that are presented.

Public Testimony open:

Robert Mason, stated that he had read the public comment from Joan Woodard and made some good points and wants the Commission to re-read it. The Design standards that were adopted in 2006 encourage the appeal to existing and new residents and preserve the views of Tubbs Hills.

Aileen Koler, states that so many people here between the Lofts and Parkside would ditto what Mr. Mason said and Joan Woodard's letter. One of the statements that keep being said is we are trying to preserve a small-town feel. This building is beautiful, but is not preserving anything.

Brad Jordan, stated he has lived in Coeur d'Alene his whole life. This is not a small town anymore, that would be Kellogg or Saint Maries. The City of CDA is pushing over 60,000 people. Kootenai County is pushing 200,000.00 population. He stated this is a great project. He was part of the downtown revitalization in the mid-80's. When his business was downtown, more than half of the storefronts were vacant the sidewalks were narrow. There were no street trees and there were pot holes. The downtown has come a long way and it is getting better and better every day. This project is a good project. It's in a transitional area at the end of the downtown, it could use more street traffic. It's not doing any good as an empty lot. We need people in the downtown, that is what makes business run. He has worked on the high-rise ordinance and the Commission needs to make sure there is a high level of design and quality. The design of this building is great. It encourages street activity and they have used high quality materials. He encourages the Commission to approve this. It is a fantastic project.

Derek Hutchison is opposed and wants to know where the public can go and speak about not wanting this building in downtown Coeur d'Alene. He would also like to know where the employees are going to park.

Chairman Messina replied the public can always speak at the City Council meetings during public comment.

Rebecca Olivieri is opposed. She stated this does not fit with the small-town elements. She appreciates what the downtown has been through and what happened in the 1980's. The decisions that are made today will impact the small downtown and change the character forever. You can't undo putting in corporate hotels which are the antithesis of a small-town feel. The essence of Coeur d'Alene is the downtown area. She feels that this building will work better further east on Sherman. The location that this project will be built on will change the downtown feel. She cited fact A-19 that the Marriott had considered the Comprehensive Plan. She feels this does not meet that plan.

Cindy Donato stated she just moved here from St. Louis in August at 609 Sherman (the Lofts) in August of 2023. The property value will change, and this not keeping within the small-town feel. Her view of the Lake will be completely obscured. She asked if this is not stopped here, where else can the residents go. The architects and the project people have not involved the community at all.

Chairman Messina would like Ms. Patterson, City Planning Director to explain the process of how the process works.

Ms. Patterson replied that this is the first meeting with the Design Review Commission and depending on how the Commission votes - if it meets the design guidelines and if the design is approved with or with conditions. If the Commission requires another meeting, the commission has to be very specific about what needs to be addressed of the items including the Design Departure. The Commission will direct the applicant to come back for a second meeting. If the Design Commission were to deny the application, then the applicant could appeal to City Council. It could go to a third meeting if the Commission chooses to do so. If this is approved today and the neighborhood wants to appeal the decision, they can appeal within 15 days of the Commission's decision. This would go to City Council and would be publicly noticed. The appellant would be required to show how it does not meet the Design Guidelines. It cannot be because they do like the building or that it would be blocking views, too tall, too big or that it's a hotel use. This is the public process. There is no city requirement to meet with the neighbors to say, hey do you like my design or not. This process follows the State and the City process for receiving the public's input in a public hearing.

Chairman Messina asked if this project would go to City Council.

Ms. Patterson replied only if the project gets an appeal from the public and they will have 15 days to appeal the decision from today.

Ms. Donato stated that this is a disservice to the Community.

Emily Johnston stated she works for the Ashley Financial Group in the Parkside building. She is 26 years old and moved here from TN. She came to Coeur d'Alene on vacation, fell in love with the area and moved here two weeks later. The architecture and the history, in the town is huge. Growth is important but feels that the building does not have a small-town feel. It looks like every other town in the U.S.

Eva Carlton stated the project only has the location of parking. They are not providing enough parking. Where are the locals and the workers going to be parking. She has a vrbo a couple blocks from this project. Most of the people are renting cars from the airport. They are not taking ubers. They don't use the cars. They park them and they leave them. Where will the maybe 50 workers going to be parking, maybe McEuen Park and maybe on the street in front of her house. She thinks the parking structure should have another floor to put in more parking. The building is great, but it has inadequate parking.

Cheryl McHale stated she didn't realize the public was not going to be allowed to speak other than the Design items. She opposed the project. It looks beautiful but it does not speak to the residents., She feels there is not enough parking in Downtown Coeur d'Alene. This will obliterate any parking that is available now. This does not feel like a small-town project, but more like a cookie cutter project, it is not unique. This will not add anything to the community.

Ron Hartman stated he is a concerned property owner who pays taxes. He feels that new growth does not pay for itself, because all of our property taxes. His concerns are there has been no study done on the additional hours required by the police department and who will pay for those hours, and more people in city parks. This requires more maintenance and upkeep. This will fall on the homeowners and make the property taxes increase and not on the applicant. The community should not be caring the burden and there should be studies on how much additional police hours are needed, park maintenance and usage before the project is approved. The applicant needs to understands his total operating costs to have a place in the city.

Amber Hellar stated she is sorry for the interruption while Ms. Stroud was doing her presentation. She is new to Coeur d'Alene, and moved here for the small-town kind of feel. She is from Boulder City, NV. Her concern is that a lot of people rent out part of their homes as Airbnb. This hotel will affect those people who have this as their income. The older folks who are on fixed incomes rent out their basements. She would rather support them than putting another corporate hotel in. This is a Marriott. This does not sit well. It's beautiful and they

are way below the height requirements, which is appreciated, but this is not a good fit for downtown Coeur d'Alene.

Barb Letchet stated building does not fit in the downtown. Building belongs in the east end of Sherman. This as a more modern flair. Coeur d'Alene downtown does not need a bigger place. She grew up in Wallace. This building does not have an older feel. She is into quaint buildings. This kind of structure she does not like. She wasn't here when the tall buildings came in. Also, this will take away business from the downtown bars. She is a tourist and likes the history but this building is going too modern.

Ben Prohaska, states he is from Idaho Trust Bank, the adjoining neighbor on the corner for the past 12 years. He has been in business in Coeur d'Alene for over 30 years. He questioned how the east side of the building has been addressed and that there is a blank wall adjoining his building and there is a lack of details on the blank space. This is primarily on the design guidelines. He proposes that the commission table this matter until this issue is addressed. He is in opposition.

Camille Hutchison commented on the last three items of the criteria. Of the 25 guidelines you can plo p this hotel anywhere and it looks any other hotel anywhere. But you look across the street and you see a historic building. She doesn't understand how this building fits the historic part of the downtown feel. She suggested they push this project further east; it fits better. Her other question is parking. She has two kids and this will put a huge strain on the parking. She has a business in the downtown and this will put a huge strain on the parking in the downtown along with her personal home that is close by. She agreed with the comments her mother made that spoke up earlier. It is people that are slamming their car doors all night long coming home from the bars. Why not push this project further east. She would love this project pushed further on down Sherman. She would not have to fight to get to her mail with a hotel traffic across the street.

Shelly Moore addressed the location of parking and asked for assurance that a study will be done about the impacts of the hotel on the neighboring building so that the people in Parkside are not going to have any damage to the building.

Mr. Lange answered yes, there have been studies done.

Ms. Moore spoke up and asked if everyone heard that and remember that Mr. Lange said "yes."

Chairman Messina stated that the applicants can address that issue and that City staff addresses those issues, and work together so that nothing falls down.

Ms. Moore wants to make sure everyone has heard that from Chairman Messina and wants to address the staging of the construction, what exactly is the answer. You just said you are working on it. We want to know, where are you going to be staging, and how is that not going to affect our lives.

Chairman Messina stated he felt the staging was not going to be in the alley or interfere with the alley, but he is not sure. Maybe along Sixth Street, but the City Engineer will sit down with the applicant and make sure that the city traffic is not impacted and that you can get out of your building, etc.

Ms. Moore also asked what are the recourses after this meeting, can they write something to the City Council.

Chairman Messina stated there is an appeal process to the City Council if you or anyone wants to appeal whatever this decision will be today. You have to prove to the City Council why the decision made here today should be reversed. You have to only talk about the design review items and have to prove the facts that those items are wrong and why your appeal should be approved by City Council.

Heidi Romero stated that the decision has already been made that we are getting a hotel unless that we can prove that the design is wrong, is that correct.

Chairman Messina replied the commission's mission is based on the design. The applicant has the right to build on their property per the zoning that the city has put in place many years ago.

Scott Carlton commented that there is a rundown facility on the other end of Sherman right off the freeway. It's as big of space as this one. You can build just as easy down there, you would not interrupt anything, you would have access to the freeway, and it would help build up that east end of Sherman. You could shuttle service to downtown and all these problems would go away. That would be the perfect location.

Public Testimony closed

Commission Discussion:

Commissioner Ingalls stated the comments today did not address the guidelines and the decision that the commission needs to make. With respect to the blank east wall, there is articulation and different materials. It has been broken up nicely. If you look, at the design standard and really dig down, the blank wall standard only applies to the abutting streets, which are Sixth Street and Sherman Avenue. He indicated that the chairman pointed at one part of the wall that is blank but it's below the definition of what a blank wall is. If you want throw some art on it, he would support that, but he feels this standard has been met. There is no need for another meeting. He knows people are not going to be pleased about a hotel at this location, whether it's two stories or less. The items that he sees are adequately addressed.

Commissioner Lemmon questioned the blank wall is it only the streetscapes.

Ms. Patterson replied if you look at the standards it specifically reads the abutting streets, which is immediately next to the building.

Commissioner Lemmon stated that circulation and parking is a mess, but we can't do anything about it. It would be helpful to go off of Sixth Street as a design departure to allow for a parking entrance. With the alley being 15 feet that entrance is not going to get used and turning is going to be a nightmare. Mr. Bosley needs to address this. If we have to use Sixth Street as a pedestrian-oriented street and Sherman Avenue as a vehicular-oriented street there is a concrete wall that is 6' tall where the windows are up but they are not on ground level. There needs to be benches, planting areas, or setbacks to make it more pedestrian oriented. He does not think the wall has been addressed as a pedestrian wall and he would like to see this wall change if it's not going to be accessed for the parking, which he thinks it should be and not on Sherman Avenue. But he does not get to make that choice even though its part of the entrances. It is very dark with no lighting and maybe if you wrap the patio area and set the windows back along Sixth Street. He asked if there can be some planting materials used. The awning would be okay but it is 14' in air. It is not going to protect you from anything.

Commissioner Snodgrass stated there are no public street lights shown along Sixth Street which means it is going to be very dark. She would like to see street lights. It would be nice if there could be some benches added or actual public use features would be important. The guidelines states that trees should be 20 to 40 feet apart; right know it looks like maybe they are 50 feet apart.

Mr. Nilson, the applicant, would like to address the question regarding the historical feature question. Coeur d'Alene has two elements of historical features. One that is west of this project this is turn of the century which is the late turn of the century. This block is the transition because you have some very modern building starting on Sixth Street with the two residential tower buildings. Our approach was to use materials that are historical such as brick. We are not using stucco; we are using solid materials. On this side of the city is more of a contemporary style. We are dividing the building in three ways.

Commissioner Lemmon states there is the Masonic building and there is more of contemporary architecture that way on the street.

Commissioner Pereira stated the Marriott has more historical architecture features than the two new towers have. The two new towers have no historical features and they were approved.

Chairman Messina asked about Sixth Street and if there is any landscaping needed.

Ms. Patterson replied that the urban forester, Nick Goodwin, would make sure all requirements would be met regarding street trees.

Chairman Messina stated the canopy fits the guidelines, the lighting is under the canopy, and in his opinion, there is no second meeting needed.

DRAFT

Commissioner Priest asked about the pedestrian-oriented street guideline that calls for a lively, friendly pedestrian street. Is there any other guidance for us to look at.

Ms. Patterson replied there are factors that make it fit in the guidance such as store front windows, lighting, signage, landscaping, and no vehicle access.

Commissioner Priest wants to clarify that a lot of work went into to make Sherman Avenue pedestrian friendly which is a vehicle orientated street. He asked how has this been defined in the past from the commission. As a new member, he's curious in terms of whether or not it's required additional planning and asked are there additional criteria as far as anything historically regarding discussions about creating a lively pedestrian friendly environment as far as that street in concerned.

Ms. Patterson replied the most recent example would be the Thomas George approval than came through this Commission and they had to do a design departure because they had there parking garage access on a pedestrian-oriented street. There were concerns about vehicles with that project as well. There was additional signage required. They had to have some details on the sidewalk to make it very clear for the vehicles leaving and entering to look for pedestrians coming through, as well as additional planting and a canopy with flashing lights. There was an approval with conditions to meet the guidelines on the approval criteria.

Chairman Messina clarified with Ms. Patterson if the commission put conditions on the findings how that works with city staff moving forward with applicant.

Ms. Stroud and Ms. Patterson replied if it's something small the applicant would comply and move forward.

Mr. Nilson replied he understood that the pedestrian side of the building that the city wanted the building up against the property line so anything that would need to be added they would have to go away from the property line. The building is designed to go up against the sidewalk. Adding benches or planters we would not be conforming with the city guidelines for a clear walkway because it would be too narrow.

Ms. Patterson stated that if benches were a condition that they couldn't be placed in the public right-of-way without an agreement with the city.

Mr. Lange commented that they could work with a local artist regarding the wall to add an artistic feature on the bottom panel.

Commissioner Lemmon suggested on the pedestrian street side there is too much concrete on the wall. He thinks Sherman Avenue should be the pedestrian street but he does not get to make that decision. It's not very friendly to walk along a concrete wall.

Chairman Messina asked about moving the windows back without moving the structure back.

Mr. Lange replied that is the dining area and the exit corridor. Moving the windows would be in conflict with the fire code for that area.

Chairman Messina suggested working with the Arts Commission on the whole wall along Sixth Street and make more of a historical art rendering of the City of Coeur d'Alene and said the applicant could work with staff.

Commissioner Ingalls agreed that this could work with architectural detailing as well. The applicant could use some concrete detailing that is rough formed or a split faced sort of treatment.

Discussion Closed

Motion by Commissioner Ingalls, seconded by Commissioner Pereira, to approve Item DR-1-24 with the five proposed conditions and an additional condition to have the applicant team work with city staff to enhance the concrete band and wall along Sixth Street to enhance the pedestrian-oriented street, considering architectural features and/or artwork. Motion carried.

ROLL CALL:

Commissioner Ingalls	Voted	Aye
Commissioner Lemmon	Voted	Aye
Chairman Messina	Voted	Aye
Commissioner Pereira	Voted	Aye
Commissioner Snodgrass	Voted	Aye
Commissioner Priest	Voted	Aye

Motion to approve carried by 6 a 0 vote.

ADJOURNMENT:

Motion by Commissioner Lemmon, seconded by Commissioner Snodgrass to adjourn the meeting. Motion carried.

The meeting was adjourned at 2:45 p.m.

Prepared by Traci Clark, Administrative Assistant

**DESIGN REVIEW COMMISSION
STAFF REPORT**

FROM: TAMI STROUD, ASSOCIATE PLANNER
DATE: JANUARY 25, 2024
SUBJECT: DR-1-24: REQUEST FOR THE FIRST MEETING WITH THE DESIGN REVIEW COMMISSION FOR A PROPOSED SIX-STORY MARRIOTT HOTEL IN THE DC (DOWNTOWN CORE) DISTRICT

LOCATION: A 20,993 SF PARCEL LOCATED AT 602 E. SHERMAN AVENUE
A PARCEL OF LAND BEING DESCRIBED AS CDA & KINGS ADD, LTS 1,2, 3 AND 4, BLK 35 AND MORE COMMONLY DESCRIBED AS 602 AND 612 E. SHERMAN AVENUE

APPLICANT / OWNER:
CDA Hotel LLC
1450 Twin Lakes Avenue, Suite 201
Bozeman, MT 59718

ARCHITECT:
Michael Nilson
The Richardson Design Partnership
510 South 600 East
Salt Lake City, UT 84102

APPLICANT'S REQUEST

Michael Nilson, architect with the Richardson Design Partnership, on behalf of CDA Hotel LLC, is requesting a First Meeting with the Design Review Commission for a 6-story Marriott Hotel. The applicant participated in an Initial Meeting with Planning Staff as required by Municipal Code § 17.09.325(D). The proposed project will have approximately 131 rooms, a fitness center, rooftop bar, outdoor patio, and parking structure for guest parking which continues three stories underground. The subject property is in the Downtown Core (DC) zoning district, and must adhere to the Downtown Coeur d'Alene Design Guidelines.

DECISION POINT:

Should the Design Review Commission approve the design for the 6-story Marriott Hotel located at 602 AND 612 E. SHERMAN AVENUE in the Downtown Core (DC) zoning district either with or without conditions, or direct modifications to the project's design and require a second meeting?

DESIGN REVIEW AUTHORITY:

The Design Review Commission ("DRC") is tasked with reviewing the project to ensure compliance with all applicable design standards and guidelines. This project is located within the Downtown Core (DC) zoning district and located on a block that is designated as a vehicular-oriented street. The DRC will provide feedback to the applicant and staff on how the applicable design standards and guidelines affect and enhance the project. The DRC will provide direction to the applicant, and may suggest changes or recommendations to the proposed project. The DRC may render a decision during the First Meeting, or request an Optional Second Meeting.

All exterior projects south of the midblock of Lakeside/Coeur d'Alene, all street façade alterations, and all exterior expansions trigger review by the Design Review Commission if located in the Downtown Core (DC) zoning district. (Municipal Code § 17.09.320(A))

A development applicant shall participate in the design review process as required by this Article before substantive design decisions are fixed and difficult or expensive to alter. The City will work with the applicant in a collaborative fashion so that the goals of both the City and the applicant can be met to the greatest degree possible, and to address the concerns of neighbors and the community. In order for this process to work effectively, the applicant must be willing to consider options for the project's basic form, orientation, massing, relationships to existing sites and structures, surrounding street and sidewalks, and appearance from a distance. (Municipal Code § 17.09.325)

The applicant has the obligation to prove that the project complies with the adopted design standards and guidelines, which serve as the basis for the design review. The design review commission may not substitute the adopted standards and guidelines with other criteria of its own choosing. Nor may it merely express individual, personal opinions about the project and its merits. Nevertheless, it may apply its collective judgment to determine how well a project comports with the standards and guidelines and may impose conditions to ensure better or more effective compliance. It also must be recognized that there will be site specific conditions that need to be addressed by the commission as it deliberates. The commission is authorized to give direction to an applicant to rectify aspects of the design to bring it more into compliance. The commission is authorized to approve, approve with conditions or deny a design following the Optional Second Meeting with the applicant. (Municipal Code § 17.03.330)

The Design Review Commission may grant or deny the application, or grant the application with such conditions as are, in its judgment, necessary to ensure conformity to the adopted standards and guidelines. The Commission shall make written findings to support its decision, specifically stating how the project conforms to the adopted design standards and guidelines or how it does not. A copy of the Commission's decision shall be mailed to the applicant and the Director shall make the commission's decision available for public inspection. The Commission has the power to table a decision to a later date and request an additional meeting. (Municipal Code § 17.03.335)

PROPERTY LOCATION MAP:



AERIAL PHOTO:



BIRDSEYE AERIAL PHOTO:



PROJECT OVERVIEW

The site is located on a 20,993 SF parcel along Sherman Avenue between 6th and 7th Streets. The property is currently vacant and is a grassy lot previously used for the “Live After 5” music events several years ago. The parcels are comprised of 2-lots that will be consolidated for building permit purposes. The property abuts Idaho Trust Bank directly to the east. Parkside Condominiums are located to the south, across the alley from the proposed hotel. The applicant is proposing a six-story (6) hotel structure with 131 guestrooms. A ground floor dining area with an outdoor patio, bar and fitness center will be available for hotel guests. A rooftop bar and lounge will be open to hotel guests and the public. Parking for hotel guests will be provided in the underground parking structure, which continues three stories underground with a total of 130 parking spaces, 8 of which are on the ground floor. The rooftop bar and lounge, open to the public, is exempt from parking because it is less than 3,000 S.F. The total height of the building is 77'-0” feet tall which includes the elevator penthouse, and is below the maximum height allowed in the Downtown Core (DC) which is 200’ tall. The proposed project is located in the DC (Downtown Core) zoning district, and must adhere to the (DC) Downtown Core Design Guidelines and Standards.

- **PROPOSED BUILDING AREA:** (excluding floors dedicated to parking, elevators, staircases, mechanical spaces and basement)

SITE AREA: 22,993 S.F. 0.482 ACRES

FLOOR AREA RATIO (FAR): 22,993 SF X 4 (FAR)

FAR ALLOWED: 83,972 S.F.

FAR PROVIDED: 76,007 S.F.

(Building Total Area, includes space applied to parking, mechanical spaces, elevator & stair shafts, common area and street level retail.)

DESIGN REVIEW PROCESS:

A Project Review meeting with staff was held on **August 1, 2023**. During that meeting, staff discussed the proposed project with the property owner and applicant's representative and provided concerns and code requirements that needed to be addressed. The below massing model was submitted as part of the Project Review application submittal. Staff did an analysis of the proposed hotel based on the code requirements noted in the Basic Development Standards and Downtown Design Guidelines. The proposed hotel meets the Basic Development Standards noted in the Downtown Core (DC) zoning district. Staff provided feedback to the applicant's architect addressing each Downtown Core Design Guideline and providing details to the design team on how they can meet the guidelines where deficiencies were noted in the Project Review meeting staff report provided by Planning staff.

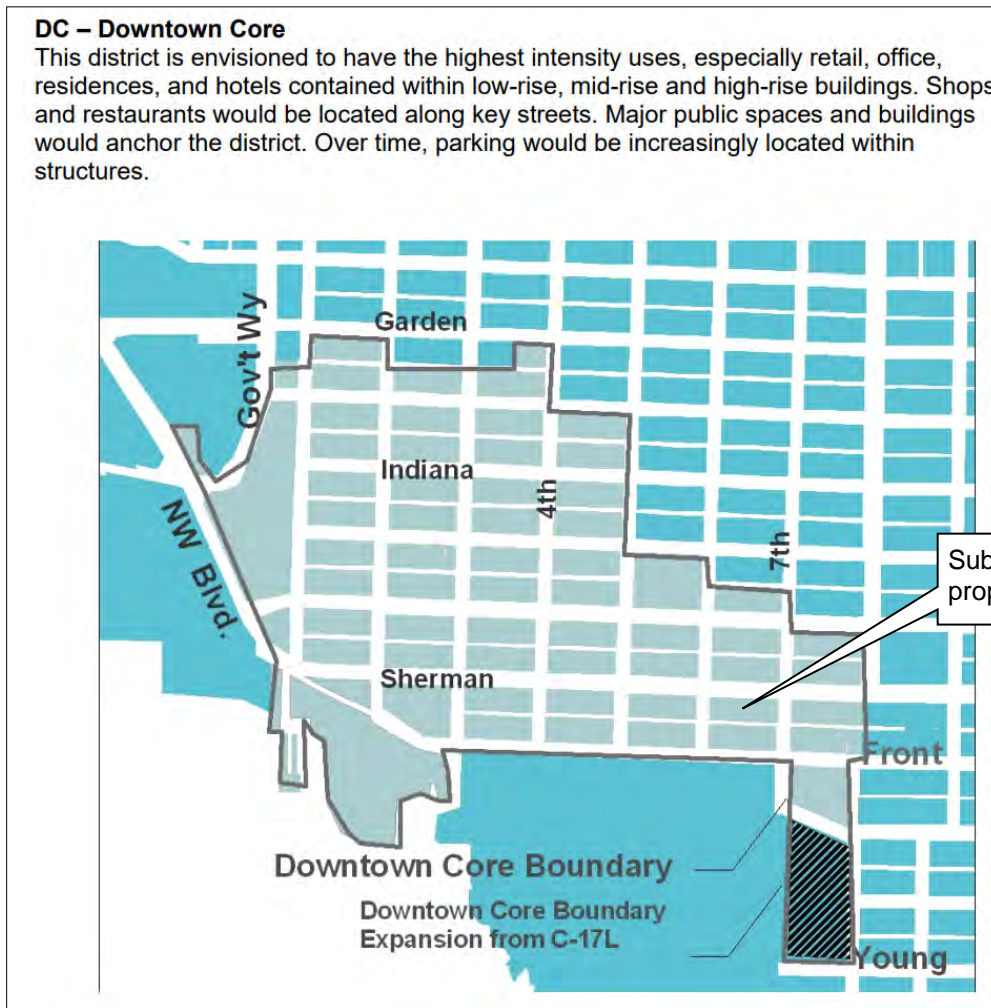
“Marriott AC Hotel” Project Review Meeting held on August 1, 2023 (Massing Model Perspective.)



- The project architect addressed the items noted in the Project Review meeting staff report and provided the required updates for staff for review for code compliance in the Downtown Core (DC) zoning district.

On **October 16, 2023** the applicant provided updated information in order to schedule the required Initial Meeting with staff. The Initial meeting with staff was held on **October 30, 2023**. During the meeting, staff reviewed the DC Downtown Coeur d'Alene Guidelines and Development Regulations and discussed the following items with the applicant team:

- A. Guidelines that apply to the proposed development,
- B. Any FAR Bonuses to be requested, and
- C. Requested Design Departures.



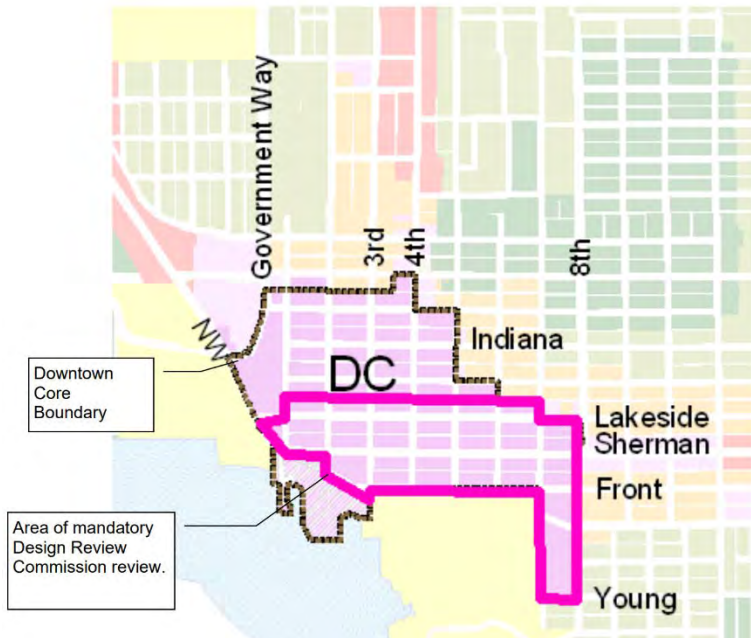


DESIGN GUIDELINES

DOWNTOWN COEUR D'ALENE

DOWNTOWN DESIGN GUIDELINES

District Boundaries



Aerial Photo (showing existing conditions):



SITE PHOTO – 1: View along Sherman Avenue street frontage looking southwest at the subject property.



SITE PHOTO – 2: View from Sherman Avenue along the street frontage looking south at a portion of the subject property and the abutting property to the west (Idaho Independent Bank).



SITE PHOTO – 3: View along the Sherman Avenue street frontage, west of the subject property, looking south at Parkside Tower and the abutting bank's parking lot with McEuen Terrace and Parkside Condos in the background.



SITE PHOTO – 4: View from the eastern side of a portion of the subject property looking north at the neighboring condo building and office.



SITE PHOTO – 5: View from the south side of Sherman Avenue in front of the subject property looking west along Sherman Avenue.



SITE PHOTO – 6: View along the northwest side of the subject property looking east toward t McEuen Terrace.



DESIGN REVIEW ANALYSIS

The following pages provide an overview of the required design guidelines and the project components.

Applicable Downtown Core Design Guidelines:

The following design standards and guidelines are applicable to the proposed project, unless otherwise noted. The DRC shall review the proposed design to ensure compliance with these criteria.

- Location of Parking
- ~~Screening of Parking Lots (N/A)~~
- ~~Parking Lot Landscaping (N/A)~~
- Sidewalk Uses
- Width And Spacing of Curb Cuts
- Screening of Trash/Service Areas
- Lighting Intensity
- ~~Gateways (N/A)~~
- Maximum Setback
- Orientation to the Street
- Entrances
- Massing
- Ground Level Details
- Ground Floor Windows
- Weather Protection
- Treatment of Blank Walls
- Screening of Parking Structures
- Roof Edge
- Screening Of Rooftop Mechanical Equipment
- Unique Historic Features
- Integration of Signs with Architecture
- Creativity/Individuality Of Signs

The applicant has provided a detailed analysis of how they believe the project complies with all required design guidelines on pages 31-35. The Applicant's Narrative is also attached.

Design Departures:

The applicant has requested a design departure for the Weather Protection Design Guideline as it relates to the maximum canopy height. The proposed canopy meets the minimum depth to provide weather protection per the DC design guidelines. The DC design guidelines require a minimum depth of a canopy or awning to be 5'. The 5' deep canopies associated with the building meet the minimum requirement to provide pedestrians from weather. The exception is at the main entry, which has a shorter canopy at 3.5 feet in depth. However, a recessed entry provides additional protection. The applicant has requested a design departure for Weather Protection related to the vertical dimension between the underside of the canopy or awning and the sidewalk. Per the DC design guidelines, the vertical dimension between the underside of the canopy or awning and the sidewalk shall be at least 8' and no more than 12'. The proposed design has a canopy height starting at 9'11" above the sidewalk and has a clearance for pedestrian and vehicular safety signage suspended from the canopy above the parking garage entrance at a height of 9'11". As the sidewalk slopes down at an average of 2.8% to the west, the canopy's vertical height increases to 14'11" at the northwest corner of the project, which is 2'11" above the maximum allowable height. Along 6th Street at the lowest grade, the canopy would have a vertical dimension of 17'10". The requested design departure is to exceed a portion of the canopy to extend above the 12' maximum design guideline. The architect outlines the justification as the departure of the canopy height would still meet the weather protection requirement for pedestrians, the canopy would maintain a consistent horizontal aesthetic that would allow for the storefront windows to remain a consistent size and allow for maximum interior daylight. Stepping down of the canopy to meet the guideline would adversely affect the aesthetic quality of the architecture. Maintaining a consistent horizontal plane with the canopy also defines the base of the building, which is an important aspect of the design guidelines. The canopy will have a metal frame finish, with a wood plank soffit. These canopies will also have recessed downlights to provide lighting under the opaque covering. The applicant maintains the design of the proposed canopy with the increased vertical dimension and overall aesthetic is a significant improvement over what could have otherwise been built under minimum standards and guidelines. The design departure request includes an exhibit showing how the canopy would look if it were to meet the guideline. (WEATHER PROTECTION) – DESIGN DEPARTURE REQUESTED

DESIGN DEPARTURE CRITERIA:

An applicant may request a design departure from any of the design guidelines adopted pursuant to this section. The planning director will review all requests for design departures on projects not subject to design review commission review under section [17.09.315](#) of this title. In order for the planning director to approve a design departure, he or she must find that:

1. The requested departure does/does not meet the intent statements relating to applicable development standards and design guidelines.

2. The departure will/will not have a detrimental effect on nearby properties or the city as a whole.
3. The project's building(s) exhibits a high degree of craftsmanship, building detail, architectural design, or quality of materials that are not typically found in standard construction. In order to meet this standard, an applicant must demonstrate to the planning director that the project's design offers a significant improvement over what otherwise could have been built under minimum standards and guidelines.
4. The proposed departure is/is not part of an overall, thoughtful and comprehensive approach to the design of the project as a whole.
5. The project must be consistent with the comprehensive plan and any applicable plan. (Ord. 3328 §8, 2008; Ord. 3192 §10, 2004)

These same review criteria are used by the Design Review Commission in considering a design departure request.

Applicant's Design Departure Request:

January 22, 2024
Tami Stroud
Associate Planner
City of Coeur d'Alene

Tami,
On behalf of the developers of the AC Hotel Marriott at 602 & 612 E Sherman Avenue, I would like to apply for a design departure from the Downtown Coeur d'Alene Design Guidelines in regard to the Weather Protection section.

The Weather Protection guidelines states:

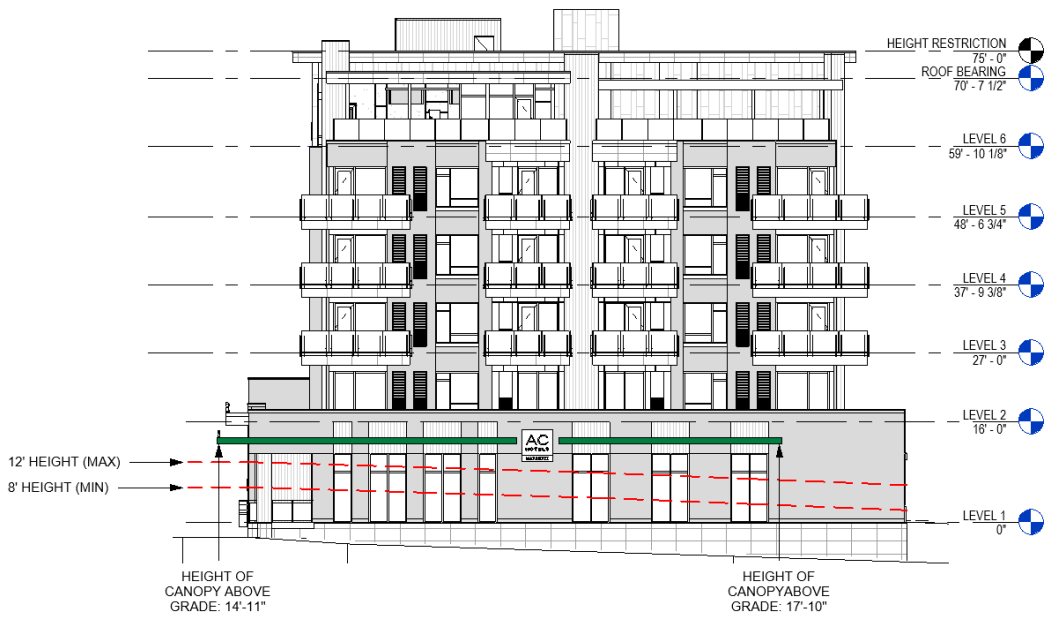
"The Vertical dimension between the underside of a canopy or awning and the sidewalk shall be at least 8 feet and no more than 12 feet."

Starting near the northeast corner of our project, along Sherman Avenue, the canopy height starts at 9 feet 11 inches above the sidewalk, well within the design guideline range. To maintain clearance for any pedestrian and vehicular safety signage that will need to be suspended from the canopy above the parking garage entrance, the height of 9 feet 11 inches established. As the canopy extends west along Sherman Avenue, the sidewalk slopes down at an average of 2.8%. Due to this slope, the height of the canopy increases to 14 feet 11 inches at the northwest corner of the project, which is 2 feet 11 inches above the maximum allowable height in the guideline. I therefore request a design departure to allow a portion of the canopy to extend above the 12 foot maximum as described in the design guidelines based on the following opinions:

1. The canopy as designed meets the intent of the design guideline by providing pedestrians with cover from rainfall and snow.
2. The canopy as designed remains horizontal along the facade and does not change height (except at the hotel's main entrance), aesthetically it does not have a detrimental effect on nearby properties or the city as a whole.

3. The canopy as design covers 94% of the façade along Sherman Avenue and 81% of the façade along 6th Street. The Design Guidelines do not dictate how much of the façade needs to be covered with Canopy. With over 85% of the Sherman and 6th Street facades covered with canopy, this project offers a significant improvement over what otherwise could have been built under minimum standards and guidelines.
4. The Canopy as designed fits aesthetically with the whole of the building. The strong horizontal plane of the canopy helps define the base of the building which is an important aspect of the design guidelines.
5. If the canopy were to step down with the grade along Sherman Avenue and 6th Steet to maintain the maximum and minimum height requirement of the guidelines, the canopy would eventually intersect the exterior windows of the project on the main level and would adversely affect the interior daylight experience from individuals inside the project. From the exterior, the stepping down of the canopy along the slope of the sidewalk would adversely affect the aesthetic quality of the architecture.
6. This project is consistent with the comprehensive plan in the following ways:
 - a. It satisfies the comprehensive plan’s desire for hospitality uses to help bolster Coeur d’Alene as a tourist destination and maintain the community’s friendly, welcoming atmosphere and its smalltown feel.
 - b. Coeur d’Alene recognizes and celebrates its historical and cultural roots, relationship with the Coeur d’Alene Tribe, both past and present, and its connections with the natural environment. Coeur d’Alene’s identity as the cultural center of North Idaho creates opportunities for social connections through a wide variety of events, activities, and public places for community members to gather year-round. This project will facilitate such gatherings as a hospitality destination.
 - c. This project will help Maintain a high quality of life for residents and businesses that make Coeur d’Alene a great place to live and visit.
 - d. It provides for nightlife activities in the form of an upscale bar and outdoor patio located on the top floor of the hotel that commands impressive view of the city and the lake, not only for the hotel guests, but for the residents of Coeur d’ Alene
 - e. Its structured parking provides parking capacity for this project while keeping the walkable feel of the streets.

Below is an exhibit showing the Sherman Ave and 6th Street façades. The green areas represent the canopy and the red dashed lines represent the maximum and minimum heights as described in the guidelines as they follow the slope of the sidewalk.



I appreciate your consideration of this design departure and look forward to your questions or comments.

Sincerely,

Michael Nilson
Project Architect

DOWNTOWN DESIGN GUIDELINES

DEFINITIONS

For the purposes of the Downtown Design Guidelines, the following definitions apply:

Gateways: Gateways are key intersections within and around the edges of downtown that require special treatment. The gateways are:

- Intersection of Sherman Ave. and Second St.
- Intersection of Sherman Ave. and Fourth St.
- Intersection of Front Ave. and Fourth St.
- Intersection of Sherman Ave. and Seventh St.

Pedestrian-Oriented Streets: Streets that are intended to have a lively, pedestrian friendly environment in the downtown. The pedestrian-oriented streets are:

- Sherman Ave. from Second St. to Sixth St.
- Second Ave. from Lakeside Ave. to Sherman Ave.
- Third St. from Lakeside Ave. to Front Ave.
- Fourth St. from Lakeside Ave. to Front Ave.
- Fifth St. from Lakeside Ave. to Front Ave.
- Sixth St. from Lakeside Ave. to Front Ave.

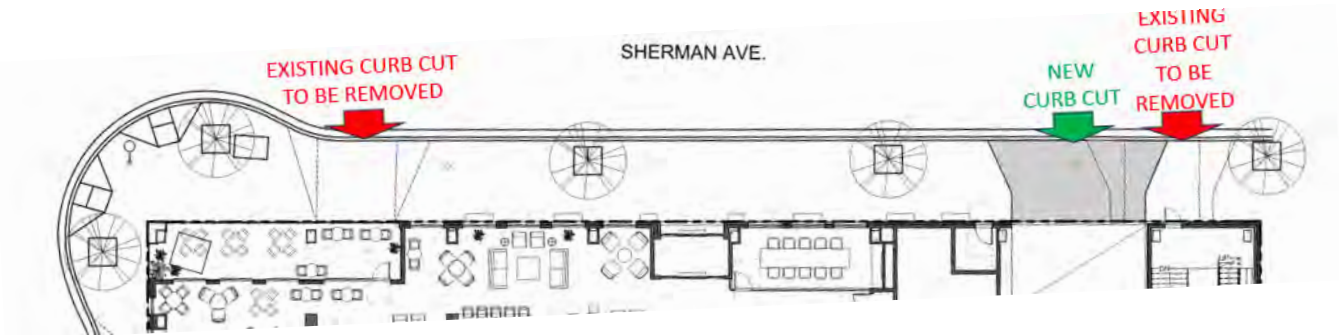
Vehicular-Oriented Streets: Streets that are intended to present a lively and inviting environment as vehicles drive through the downtown. The vehicular-oriented streets are:

- Northwest Blvd. from Government Way to First St.
- Lakeside Ave. from Government Way to Seventh St.
- Sherman Ave. from First St. to Second St.
- Sherman Ave. from Sixth St. to Eighth St.
- Front Ave. from Second St. to Seventh St.

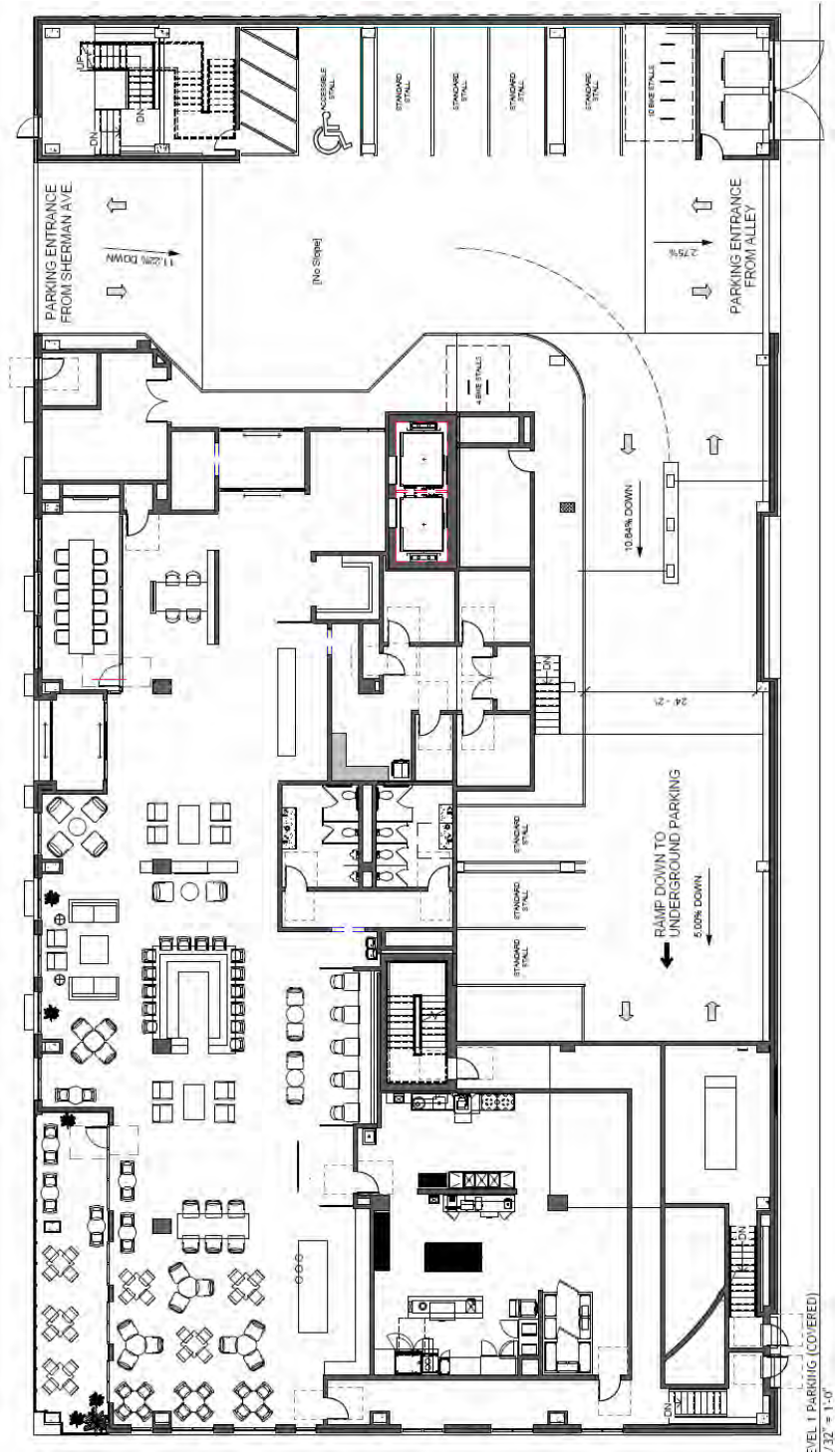
SITE PLAN:



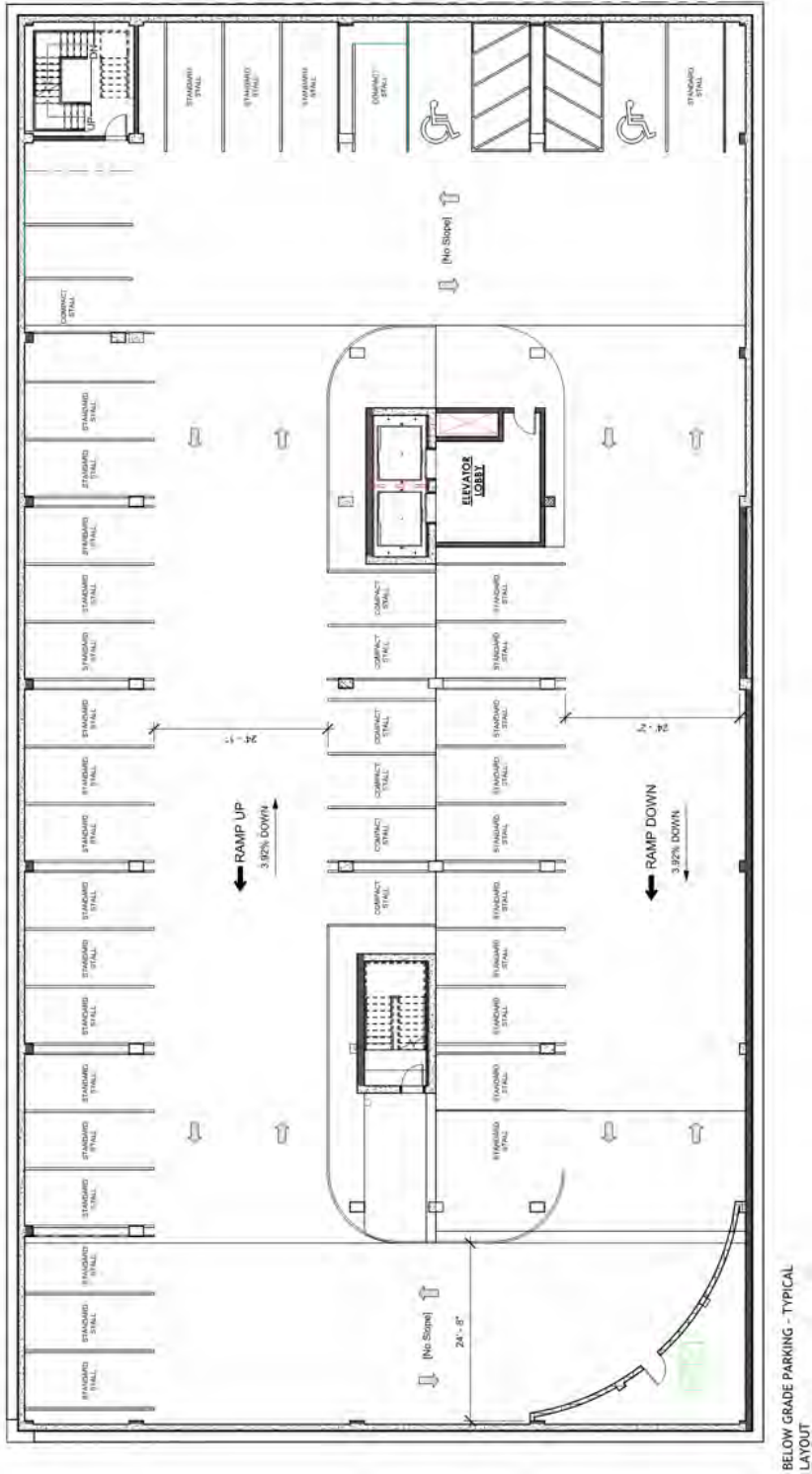
PROPOSED ACCESS FROM SHERMAN AVENUE:



LEVEL 1: WITH COVERED PARKING

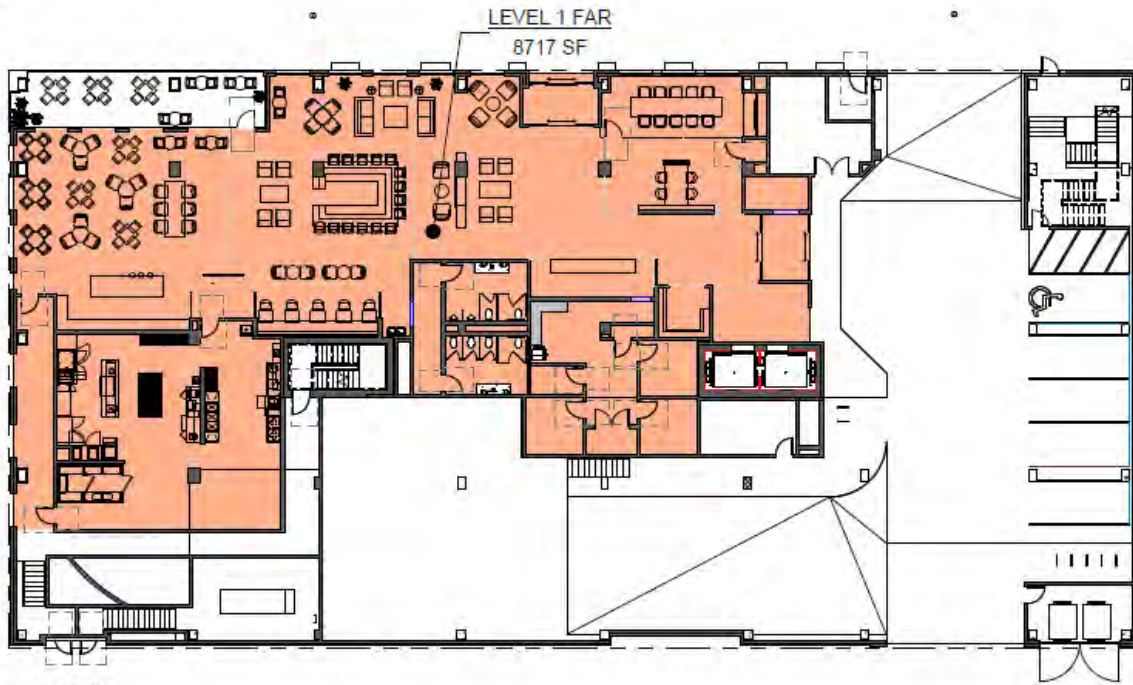


BELOW GRADE PARKING- TYPICAL



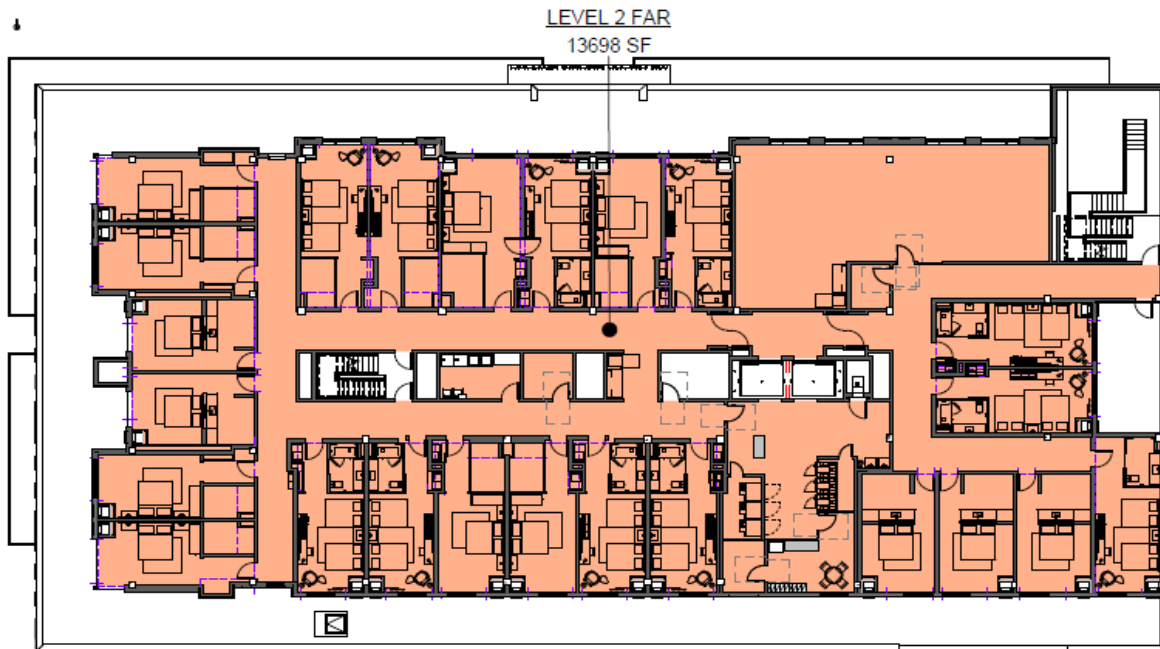
BELOW GRADE PARKING - TYPICAL LAYOUT

FLOOR PLANS: L1



1 Level 1 (FAR)
DR1 1" = 20'-0"

FLOOR PLANS:L2



Level 2 (FAR)
4" = 20'-0"

FLOOR PLANS:L3

LEVEL 3 FAR

13362 SF



3 Level 3 (FAR)
DR1 1" = 20'-0"

FLOOR PLANS:L4

LEVEL 4 FAR

13360 SF



Level 4 (FAR)

FLOOR PLANS:L5

LEVEL 5 FAR

13360 SF

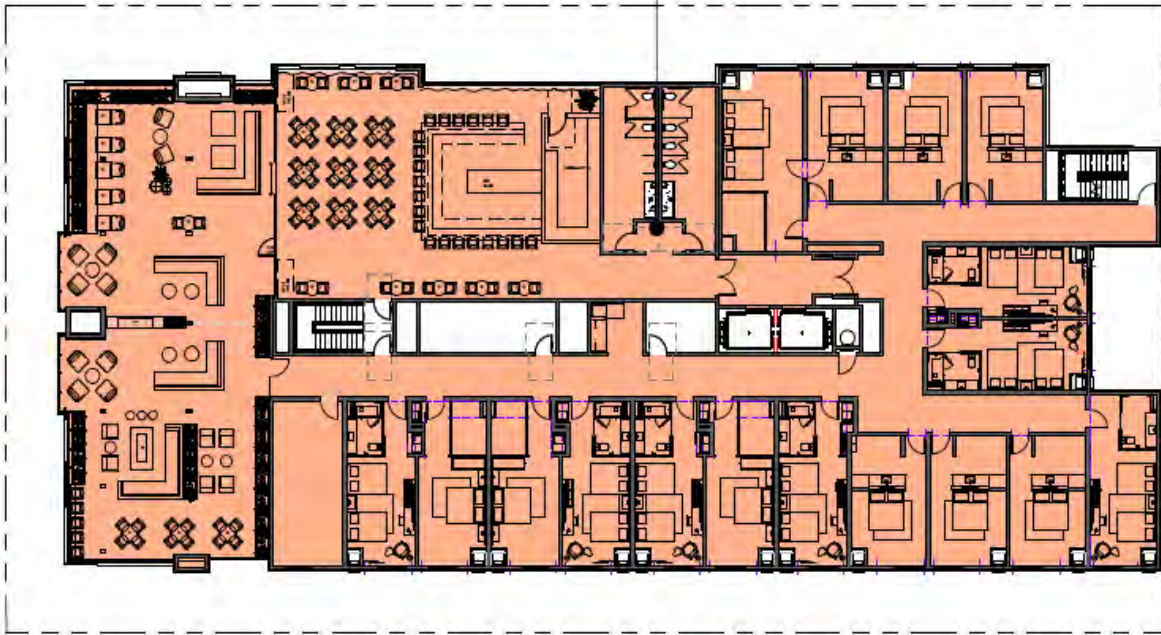


Level 5 (FAR)

FLOOR PLANS:L6

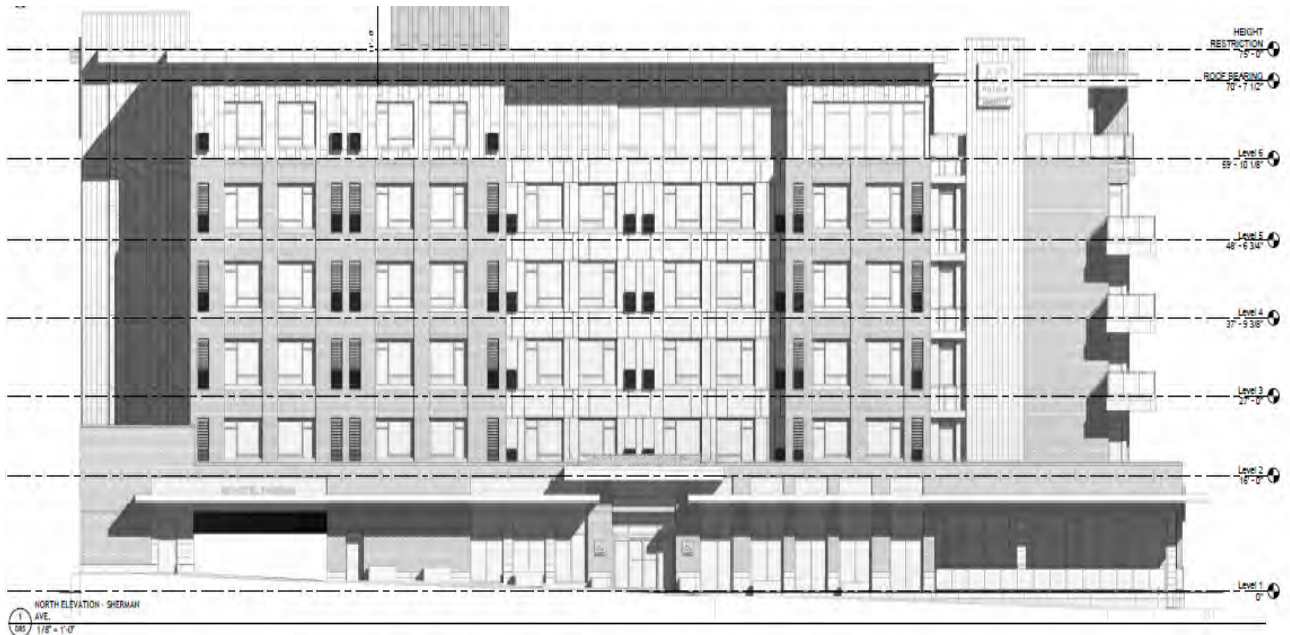
LEVEL 6 FAR

13511 SF

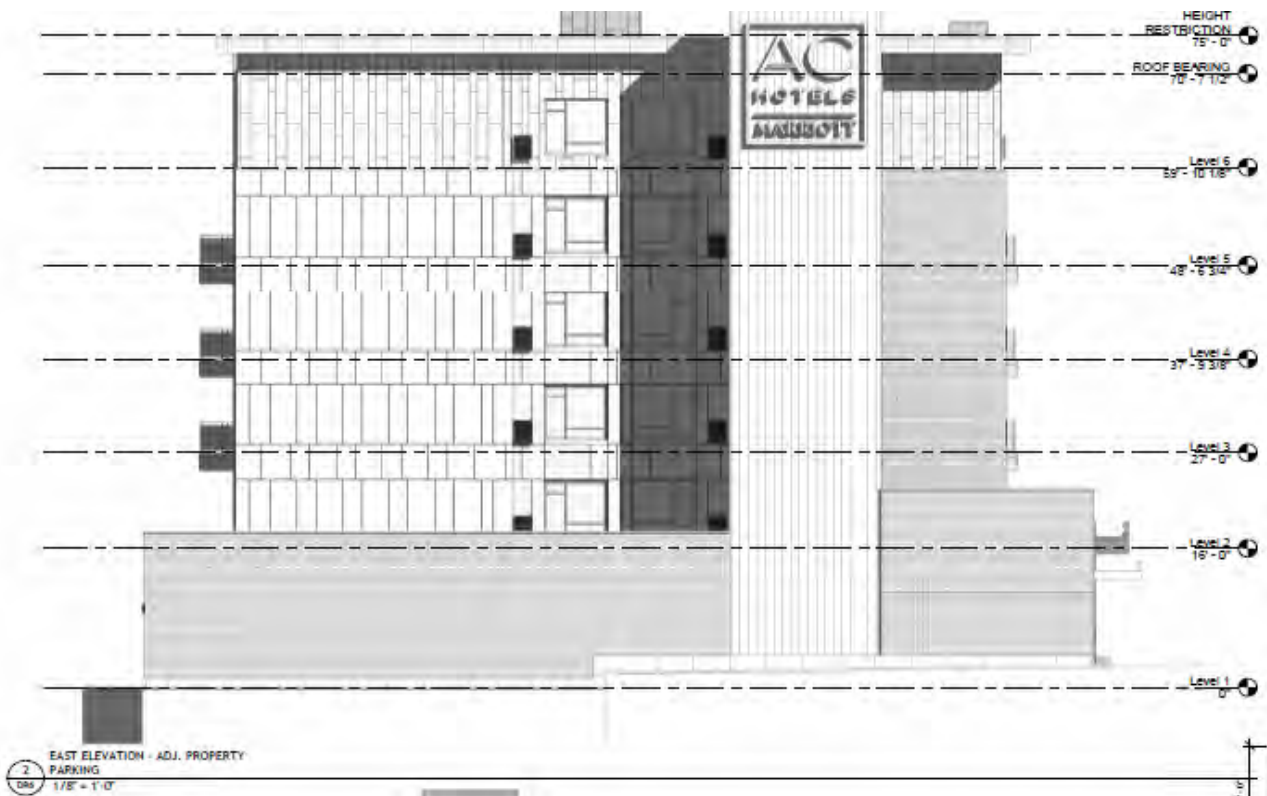


6 Level 6 (FAR)

STREET ELEVATIONS: NORTH ELEVATION- SHERMAN AVENUE



STREET ELEVATION: EAST ELEVATION – ADJACENT PROPERTY



STREET ELEVATIONS: SOUTH ELEVATION- ALLEY SIDE



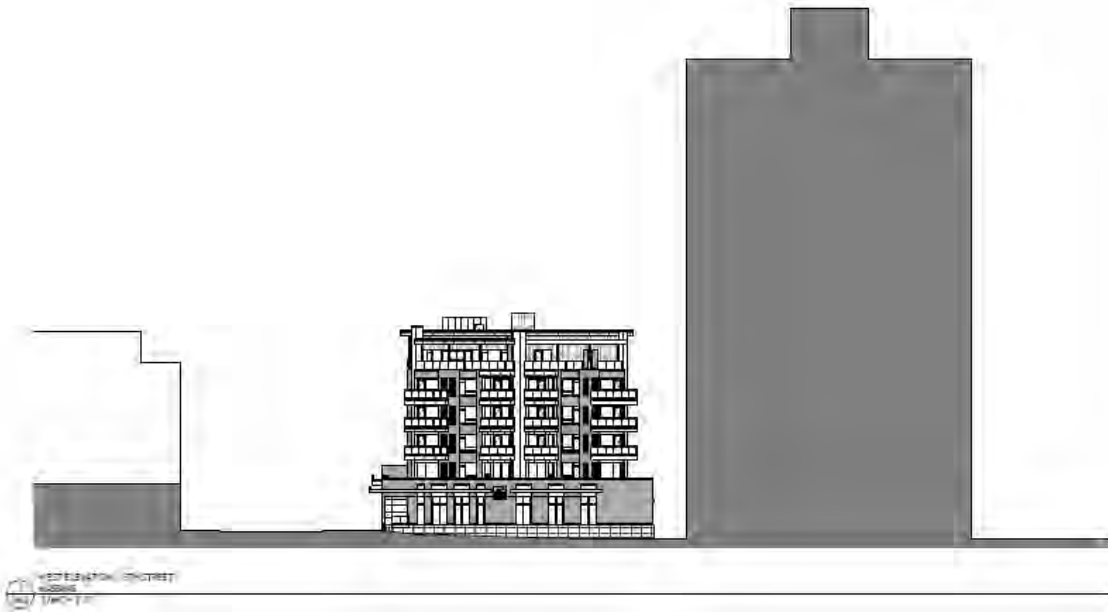
STREET ELEVATIONS: WEST ELEVATION - 6TH STREET



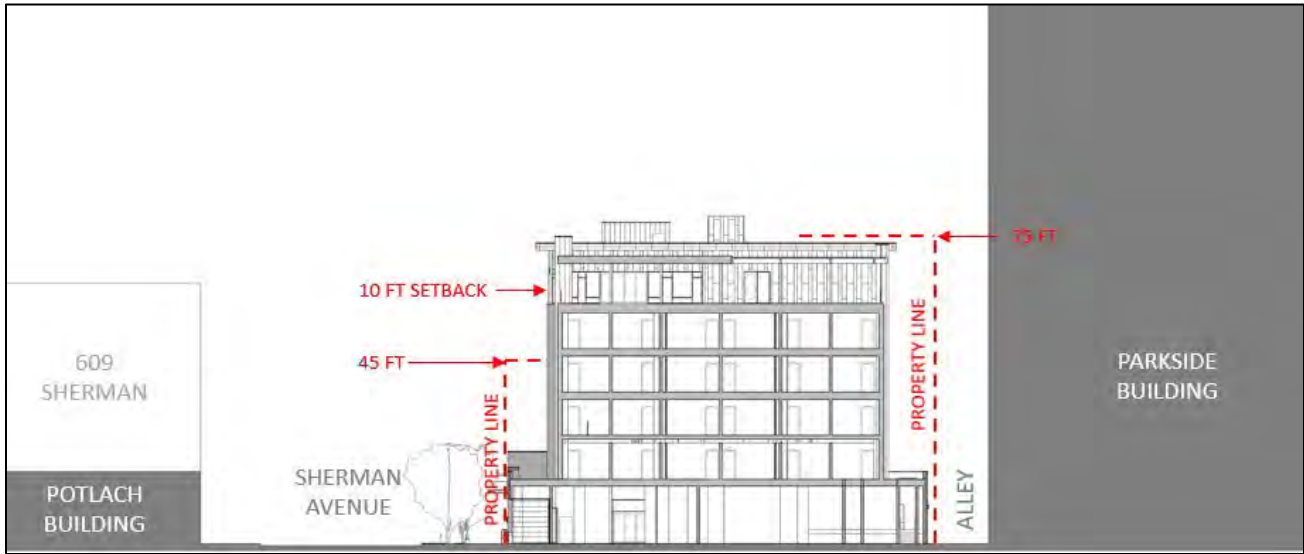
MASSING, ORIENTATION, CONTEXT: NORTH ELEVATION SHERMAN



MASSING, ORIENTATION, CONTEXT: WEST ELEVATION 6TH STREET



SHERMAN AVENUE MASSING SECTION:



6TH STREET MASSING SECTION:



RENDERINGS: LOOKING SOUTH FROM SHERMAN AVENUE:



VIEW LOOKING SOUTH AT THE VEHICLE ENTRY/EXIT INTO THE STRUCTURE ALONG SHERMAN AVENUE:



STREETS AND ENGINEERING COMMENTS:

Chris Bosley, City Engineer provided comments during the project review meeting held on August 1st, 2023. An updated site plan was submitted and additional comments have been provided below based on the updated site plan and renderings submitted for the proposed hotel. The City Engineer will coordinate with the development team to discuss the proposed conditions on the following page:

(Staff comments continue on the following page.)

- The applicant shall complete a traffic study including a pedestrian safety study that illustrates how conflicts with pedestrians will be managed.
- Pedestrian safety features recommended by the study and approved by the City shall be installed during construction.
- Sidewalks along Sherman Ave and 6th Street must be brought into ADA compliance, including replacement of cracked and broken slabs.
- Any existing driveway approaches not being used with the proposed development shall be removed. The below conditions will need to be met prior to permit sign-off.

VIEW LOOKING WEST ON 6TH STREET:



VIEW LOOKING WEST ALONG THE GROUND LEVEL AT SHERMAN AND 6TH STREET:



NORTHEAST CORNER:



SOUTHWEST CORNER:



APPLICANT'S DESIGN GUIDELINES WORKSHEET: Downtown Core (DC)

The applicant has provided a response and additional details on how the project has met the required Downtown Coeur d'Alene Guidelines and Development Regulations as noted in the applicant's Design Guideline worksheet below.

Response from applicant:

22. Location of Parking

Parking for the project is located within the building footprint itself. Parking takes a portion of the main (Street) level and continues three stories underground. This project does not contain any exposed surface parking lots.

Required Parking Ratio (Residential & Hotels)

- Min 0.5 stalls per unit
- Max. 2 stalls per unit

Provided Parking Stalls:

- 131 Units
- 130 Stalls
- Ratio = 0.99 stall per Unit

2. Screening of Parking Lots

Parking for the project is located within the building footprint itself (shown in red). The only exposed portions of the parking lot are the vehicular entrances off Sherman Avenue and the alley to the south of the property.

3. Parking Lot Landscaping

Parking for the project is located within the building footprint itself (shown in red above) and therefore parking lot landscape is not required.

4. Sidewalk Uses

4.1 Amenity Zones: Currently there are four trees planted along the property line facing Sherman. The trees are spaced 67', 54', and 68' respectively. Two of the trees have tree grates, the others have exposed soil. There is one tree along the property line facing 6th Street planted with a tree grate. This tree is located at the northwest corner of the property. It will be confirmed that these trees have a DBH of less than 20 inches. These trees will be removed during construction and replaced in the existing locations. This project includes creating new 5'x5' planting areas around the trees.

4.2 Clear Walkway: The existing sidewalk on Sherman Avenue from the back of curb to the property line is 14.8'. The distance from the new 5'x5' tree planting areas to the property line is approximately 8'-6". A 7'-0" wide clear pedestrian travel area will be maintained.

4.3 Storefront Area: An 18" wide area between the property line and the pedestrian travel area will be used for planting containers along Sherman Avenue.

5. Width and Spacing of Curb Cuts

Two curb cuts on Sherman and one curb cut on 6th street currently exist. All three of these existing curb cuts will be removed. The project only requires one 24' wide curb cut on Sherman; no curb cuts are being proposed on the Pedestrian-Oriented 6th Street. The sidewalk pattern and material will carry across the driveway. This project will not be sharing a driveway as it is not feasible.

6. Screening of Trash/Service Areas

The trash area is located within the building footprint, off the alley on the southeast corner of the property. The trash area will be screened from view on all sides. The two sides and rear of the enclosure will match the exterior brick material. At the front of the enclosure will be an opaque decorative architectural gate. Loading and service areas do not face any residential areas. Loading and service areas are located within the parking garage.

7. Lighting Intensity

7.1 Building Lighting: The majority of the exterior building lighting will be recessed lights in the roof canopies at the ground floor level to provide light to pedestrians, at the guestroom balcony roofs to provide light to the guests, and at the upper roof deck to highlight the building corner. Fully-shielded wall sconces will be added on either side of the main entry doors to highlight the entry.

7.2 Street Lighting: There is one existing single-arm tall streetlight at the corner of Sherman and 6th Street that will remain. There are two existing post streetlights along Sherman Avenue. One light will remain in its current location, and the other will be shifted to allow for the new curb cut into the parking structure. There are no existing streetlights along 6th Street.

8. Gateways

The Corner of Sherman and 6th Street is not classified as a "Gateway" intersection in the Downtown Design Guidelines.

An existing public art installation exists on the southeast corner of Sherman and 6th Street.

9. Maximum Setback

The street level façade along the Pedestrian-Oriented 6th Street is set up to the back of the sidewalk along the property line. A portion of the project on the corner of Sherman and 6th Street has a dining patio for the use of hotel guests but it has a base structure that extends out to the sidewalk.

10. Orientation to the Street

The proposed building is oriented to Sherman Avenue. The building façade along Sherman incorporates numerous windows as well as an entrance canopy and signage. The façade along 6th Street incorporates windows. The primary building entrance faces Sherman and is centered in the building façade. An outdoor patio at the ground level activates the street corner at Sherman Avenue and 6th Street.

11. Entrances

The main building entrance is centered on the façade along Sherman Avenue and welcomes pedestrians with an overhanging canopy as well as a recess in the main building wall. Both the canopy and the recess provide added weather protection for pedestrians. These features, along with clear signage, help identify this visually prominent entrance.

12. Massing

12.1 Top: The top section of the building is distinguished by overhanging roofs, an open roof deck with trellis, and additional windows. The main material is a dark metal panel, with accent metal panels.

12.2 Middle: The middle section of the building has a regular pattern of guestroom windows surrounded by dark and light color brick veneer. Also, there are some dark and accent metal panels to connect the base to the top.

12.3 Base: The base of the building features a large amount of storefront glazing and canopies to define the ground level. The finish is a combination of light grey brick, darker composite panels accented with horizontal wood siding with a decorative concrete plinth.

12.4 Building Bulk: The base of the building aligns with the property lines of the lot, but steps back above the ground floor level to allow for the required 10-foot setback over 45 feet above grade. The only parts of the building that extend past these setbacks are roof overhangs and balconies. The only part of the building that is taller than 75 feet is the elevator penthouse, which is much smaller than the 8000 SF Tower Floor Size restriction at 176 SF and is over the minimum Tower Separation of 50 feet noted in the Site Performance Standards. At approximately 77 feet tall, the overall building height is well below the maximum 200 ft building height.

12.5 City Block Elevations: Sherman Avenue has a mix of low-and mid-rise buildings, which align well with the scale of the plinth of the proposed hotel. The overall mass of the building helps transition from these shorter structures to the high-rise residential buildings on Front Avenue.

13. Ground Level Details

The ground floor of the building has the most amount of character to provide visual interest to pedestrians, including:

- Pedestrian-scaled signs to identify the building entry.
- Seasonal planting in multiple planters against the building along Sherman Avenue.
- Metal canopies above the ground floor storefront windows.
- Accent wall sconces on either side of the main entrance.
- A decorative concrete plinth to ground the building.

The ground level also features an elevated patio at the corner of Sherman and 6th Street to add a further level of detail in this area.

14. Ground Floor Windows

The building has been designed with many storefront windows along Sherman Avenue and 6th Street that will have clear vision glass into the Lobby, Bar/Lounge, Conference Room, and Corridor spaces (unblocked by shelving). Sherman Avenue has 45% window and glazed door area in the “window zone” of the façade. 6th Street has 26% window area in the “window zone” of the façade. All ground-floor windows will have a minimum of 60% transparency.

15. Weather Protection

The building is designed with 5-foot-deep canopies around nearly the entire length of the Sherman Avenue and 6th Street façades for weather protection. The exception is at the main entry, which has a shorter canopy at 3.5 feet in depth. However, a recessed entry provides additional protection. This canopy is also 16 feet high, to accentuate the entrance to the building. The main canopies maintain a consistent level height around the building, but due to the sloping grades, the height of the canopy varies. The minimum height above grade is approximately 10 feet. The canopy will have a metal frame finish, with a wood plank soffit. These canopies will also have recessed downlights to provide lighting under the opaque covering.

16. Treatment of Blank Walls

The street-facing walls of the building are mostly broken up by windows and doors, but there are additional architectural features that break up the impact of the walls, including:

1. A concrete plinth that varies in height depending on the grade change (from 1'-2" up to 6'-0").
2. A change in brick materials above the ground floor level, acting as a “belt course” for the building.
3. Recesses in the façade at least 2'-0" in depth.
4. Roof overhangs/canopies at the ground floor level and upper roof level that vary from 3'-0" to 5'-0" in depth.

Additional features at the pedestrian level include contrasting wall material and vegetated planter boxes.

17. Screening of Parking Structures

The Parking Structure is incorporated into the main hotel building, within the building footprint (shown in red), with a portion of the Main Floor (ground level) allocated to parking, as well as three underground levels. There isn't a separate parking structure to be screened. The Main Floor parking is integrated into the "plinth" on the non-street-facing façades.

18. Roof Edge

The building design doesn't include any pitched roofs. The typical roofline of the building includes a 3-foot overhanging cornice to create a prominent edge against the sky. At recessed wall locations, this overhang extends 5.5 feet past the wall face, creating an even more dramatic cornice. Additionally, the building features accent tower elements of varying heights and a roof deck with a large trellis to add increased interest at the roof edge.

19. Screening of Rooftop Mechanical Equipment

The proposed building is designed with extended parapets to screen a majority of the rooftop equipment. The only rooftop mechanical equipment that extends above the main parapet is the Elevator Penthouse, which will be surrounded by a framed wall and finished in the same dark metal panels as part of the main building façade.

20. Unique Historical Features

The existing site is a lawn-covered dog park, so the project doesn't include any renovation or redevelopment. As a new construction project, the proposed building relates to the surrounding context through:

- The use of brick as a predominant exterior finish.
- The massing of the building with a base, middle, and top.
- The scale of the building as a steppingstone between the smaller buildings along Sherman Avenue and the high-rise residential Parkside Building.
- The design of the building as a contemporary structure that relates to the primarily modern surrounding architecture.

21. Integration of Signs with Architecture

The two main building signs are placed on the vertical-wood-siding-finished vertical towers of the building for wayfinding of automobile traffic, in lieu of pylon signs. These signs are 188 SF and 36 SF, respectively. Additionally, channel letter signs are located above the ground floor canopies to designate the main entrance and the parking entrances. These signs are 42 SF for the main entrance and 14 SF (each) for the two parking entrances. Lastly, there are two placard signs on either side of the main entrance doors for pedestrian wayfinding. These two signs are 4 SF each. The total building signage area is 302 SF, which is less than the maximum 603 SF allowed based on the frontage.

22. Creativity/Individuality of Signs

The signage for the building was selected from the Brand's standard signage options. Their designs are highly graphic for brand identity, but also offer a variety of installations and styles including typical wall signs, channel letter wall signs, freestanding channel letter entry signs, as well as smaller pedestrian-oriented placard signs at the entry doors. The freestanding channel letter sign at the entry canopy is supported by brackets and directs pedestrians to the building entry.

We are happy to answer any questions you may have during your review. Thank you in advance for your time and careful consideration.

RENDERING: VIEW FROM THE INTERSECTION OF SHERMAN AND 6TH STREET LOOKING SOUTH



EXTERIOR RENDERING AT DUSK

PERSPECTIVE VIEW- FROM SHERMAN AVENUE AT MAIN ENTRY AND VEHICULAR ACCESS.



MAIN ENTRANCE

OUTDOOR PATIO

PERSPECTIVE VIEW- MAIN ENTRANCE OFF OF SHERMAN AVENUE:



PERSPECTIVE VIEW- PARTIAL NORTH ELEVATION- SHERMAN AVENUE:



RENDERING: SOUTHEAST VIEW



Per the Downtown Design Guidelines:

C. Maximum Building Height

Buildings within this district shall only be permitted to exceed 75 feet if they comply with the bulk, spacing, and setback standards indicated in the sections that follow. Buildings that comply with the standards, as well as accumulate sufficient Floor Area Ratio through bonuses, may extend as high as shown in the chart below.

	Height	Height w/architectural feature ² .
Base	75 ft.	83 ft.
Base + Bonus	200 ft	220 ft.

Notes:

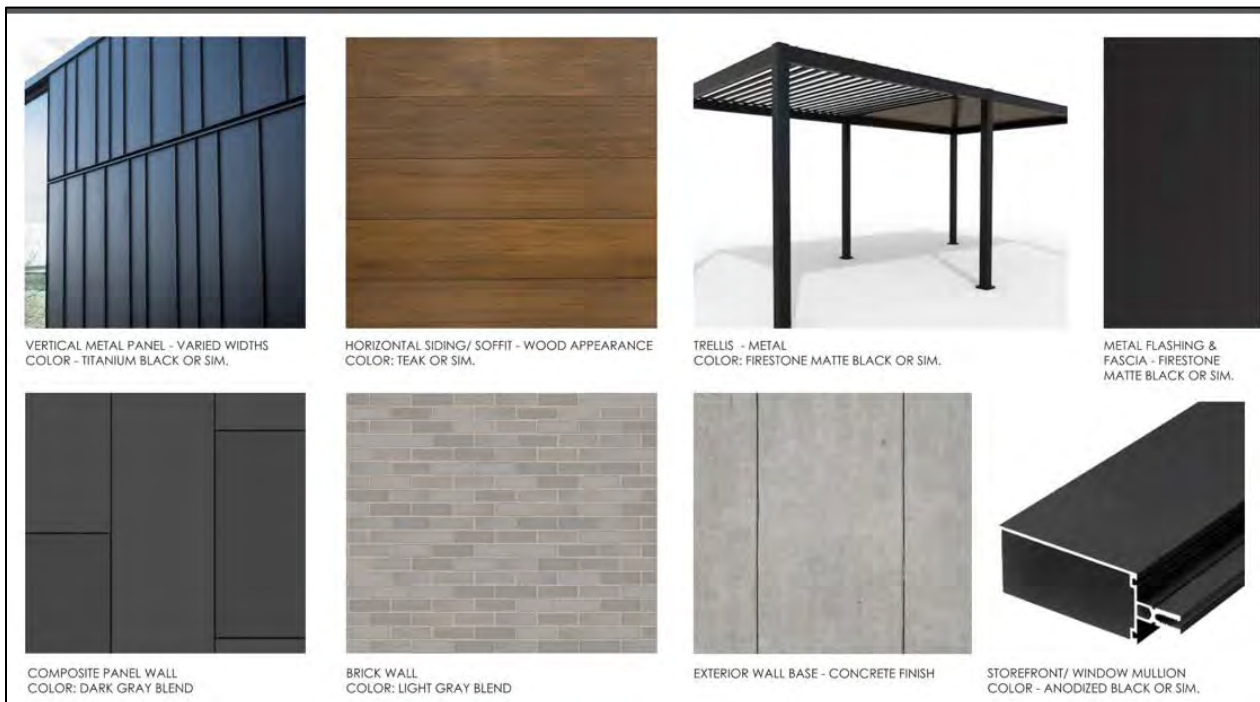
1. Mechanical penthouses, stair/elevator overruns, and antennae may be excluded from Building Height calculation provided they are no more than 15 feet above the roof deck.
2. The Base Building height may be increased by up to 10% if the top is designed as a non-habitable, architectural element. This element may extend above the increased height limit.



EVALUATION:

The maximum height in the DC (Downtown Core) zoning district is 200' without any architectural feature to allow for an increased maximum height of 220'. With an architectural feature, the maximum height increases to 220'. The proposed structure is 75' with an additional 11' for the stair overrun and HVAC screening.

EXTERIOR MATERIAL SAMPLE BOARD:



NORTH ELEVATION (SHERMAN AVENUE) PROPOSED MATERIALS



STAFF EVALUATION OF FACTS

- The subject property is located at 602 and 612 E. Sherman Avenue in the Downtown Core (DC) zoning district, which requires review and approval of the design by the City's Design Review Commission.
- The property is subject to the Downtown Core Design Guidelines and the Downtown Development Standards.
- The applicant has submitted all required materials for design review.
- The applicant has completed a project review meeting on August 1, 2023.
- The applicant has completed an initial meeting with staff on October 21, 2023.
- The applicant is seeking design review from the Design Review Commission at an initial meeting on January 25, 2024.
- 136 public hearing notices were mailed on January 10, 2024.
- The public hearing notice was published in the Coeur d'Alene Press on January 6, 2024.
- The subject property was posted with the public hearing notice on January 11, 2024.
- Sherman Avenue in the project vicinity is designated as a Vehicle-Oriented Street.
- 6th Street in the project vicinity is designated as a Pedestrian-Oriented Street.
- The applicant has requested a design departure for Weather Protection as noted below.

- The subject property is 20,993 square feet and the building square footage would be 20,886 square feet, which is 99.4% site coverage. This equates to less than 1.0 FAR, which is less than is allowed by right with the DC zoning district. No FAR bonuses have been requested. (FAR BONUSES)
- The proposed project would be 6 stories and 75' tall, which is below the maximum allowable height of 200' in the DC zoning district. (BUILDING HEIGHT)
- The DC zoning district requires 0.5 parking stalls per unit. The proposed project would have 131 hotel rooms and provides 130 parking spaces enclosed within the structure, which is 65 more than is required by the Downtown Development Standards (Restaurants less than 3,000 S.F. are exempt from parking requirements.) (PARKING COUNT & LOCATION)
- The four existing street trees will be replaced with street trees per City standards and will include new 5'x5' tree planting areas around the trees. (SIDEWALK USES – AMENITY ZONES)
- The existing sidewalk on Sherman Avenue from the back of curb to the property line is 14.8'. The distance from the new 5'x5' tree planting areas to the property line is approximately 8'-6". A 7'-0" wide clear pedestrian travel area will be maintained. (SIDEWALK USES – CLEAR WALKWAY)
- An 18" wide area between the property line and the pedestrian travel area will be used for planting containers along Sherman Avenue. (SIDEWALK USES – STOREFRONT AREA)
- Three (3) existing curb cuts will be removed – one along 6th Street and two along Sherman Avenue. Only one new 24" wide curb cut will be required on Sherman Avenue for the project. No curb cuts will be on 6th Street, which is a pedestrian-oriented street. For the new curb cut required for the driveway into the parking structure, the sidewalk pattern and material will carry across the driveway. (WIDTH AND SPACING OF CURB CUTS)
- The trash area will be located behind the building off of the alley on the southeast corner of the property and will be screened from view on all sides. The enclosure will be constructed with brick to match the building and will have an opaque decorative architectural gate. (SCREENING OF TRASH)
- Loading and service areas will be located within the parking structure. (SCREENING OF SERVICE AREAS)
- Exterior lighting on the building will be recessed in the roof canopies at the ground floor level to provide pedestrian lighting. Guestroom balcony roofs will have lighting and the upper roof deck will have lighting to highlight the building corner. Fully shielded wall scones will be provided on either side of the main entry doors. (LIGHTING INTENSITY – BUILDING LIGHTING)
- There is one existing single-arm tall streetlight at the corner of Sherman and 6th Street that will remain. There are two existing post streetlights along Sherman Avenue. One light will remain in its current location, and the other will be shifted to allow for the new curb cut into the parking structure. There are no existing streetlights along 6th Street. (LIGHTING INTENSITY – STREET LIGHTING)

- The DC zoning district has a 0' front and side yard setback, unless providing usable public space, forecourts or vegetative screening of parking structures. Buildings may be set back from the sidewalk a maximum of 20' for public space or entries, or a maximum of 10' for vegetative screening. Setting façades close to the street may be accomplished through base structures that extend out to the sidewalk, not necessarily the full height of the building. The building meets this requirement. The street level façade along the Pedestrian-Oriented 6th Street is set up to the back of the sidewalk along the property line. A portion of the project on the corner of Sherman and 6th Street has a dining patio for the use of hotel guests but it has a base structure that extends out to the sidewalk. (MAXIMUM SETBACK)
- The proposed building is oriented to Sherman Avenue. The building façade along Sherman incorporates numerous windows as well as an entrance canopy and signage. The façade along 6th Street incorporates windows. The primary building entrance faces Sherman and is centered in the building façade. An outdoor patio at the ground level activates the street corner at Sherman Avenue and 6th Street. (ORIENTATION TO THE STREET)
- The DC design guidelines require the principal entry to have two elements. The main building entrance is centered on the façade along Sherman Avenue and welcomes pedestrians with an overhanging canopy as well as a recess in the main building wall. Those are both allowed design elements. Some form of weather protection shall also be provided. Both the canopy and the recess provide added weather protection for pedestrians. These features, along with clear signage, help identify this visually prominent entrance. (ENTRANCES)
- The proposed structure incorporates a top, middle and base, as required by the DC zoning district (MASSING)
 - The top section of the building is distinguished by overhanging roofs, an open roof deck with trellis, and additional windows. The main material is a dark metal panel, with accent metal panels. (TOP)
 - The middle section of the building has a regular pattern of guestroom windows surrounded by dark and light color brick veneer. Also, there are some dark and accent metal panels to connect the base to the top. (MIDDLE)
 - The base of the building features a large amount of storefront glazing and canopies to define the ground level. The finish is a combination of light grey brick, darker composite panels accented with horizontal wood siding with a decorative concrete plinth. (BASE)
 - The base of the building aligns with the property lines of the lot, but steps back above the ground floor level to allow for the required 10-foot setback over 45 feet above grade. The only parts of the building that extend past these setbacks are roof overhangs and balconies. The only part of the building that is taller than 75 feet is the elevator penthouse, which is much smaller than the 8000 SF Tower Floor Size restriction at 176 SF and is over the minimum Tower Separation of 50 feet noted in the Site Performance Standards. At approximately 77 feet tall, the overall building height is well below the maximum 200 ft building height. (BUILDING BULK)
 - Sherman Avenue has a mix of low-and mid-rise buildings, which align well with the scale of the plinth of the proposed hotel. The overall mass of the building helps transition from these shorter structures to the high-rise residential buildings on Front Avenue. (CITY BLOCK ELEVATIONS)

The ground floor of the building has the most amount of character to provide visual interest to pedestrians, including: Pedestrian-scaled signs to identify the building entry; seasonal planting in multiple planters against the building along Sherman Avenue; metal canopies above the ground floor storefront windows; accent wall sconces on either side of the main entrance; and a decorative concrete plinth to ground the building. The ground level also features an elevated patio at the corner of Sherman and 6th Street to add a further level of detail in this area. (GROUND LEVEL DETAILS)

- The proposed structure would meet the minimum glazing requirement for Ground Floor Windows by providing 40% window and glazed door area in the “window zone” of the façade along Sherman Avenue and 26% “window area” in the window zone along the 6th Street façade (GROUND FLOOR WINDOWS)
- The DC design guidelines require a visual connection between activities inside and outside the building. Ground level façades oriented to pedestrian-oriented streets require a minimum of 60% transparency and vehicular-oriented streets require a minimum of 40% transparency. The proposed structure would meet the transparency requirement for ground floor windows with a minimum of 60% transparency. (GROUND FLOOR WINDOWS)
- The proposed canopy meets the minimum depth to provide weather protection per the DC design guidelines. The DC design guidelines require a minimum depth of a canopy or awning to be 5’. The 5’ deep canopies associated with the building meet the minimum requirement to provide pedestrians from weather. The exception is at the main entry, which has a shorter canopy at 3.5 feet in depth. However, a recessed entry provides additional protection. The applicant has requested a design departure for Weather Protection related to the vertical dimension between the underside of the canopy or awning and the sidewalk. Per the DC design guidelines, the vertical dimension between the underside of the canopy or awning and the sidewalk shall be at least 8’ and no more than 12’. The proposed design has a canopy height starting at 9’11” above the sidewalk and has a clearance for pedestrian and vehicular safety signage suspended from the canopy above the parking garage entrance at a height of 9’11”. As the sidewalk slopes down at an average of 2.8% to the west, the canopy’s vertical height increases to 14’11” at the northwest corner of the project, which is 2’11” above the maximum allowable height. Along 6th Street at the lowest grade, the canopy would have a vertical dimension of 17’10”. The requested design departure is to exceed a portion of the canopy to extend above the 12’ maximum design guideline. The architect outlines the justification as the departure of the canopy height would still meet the weather protection requirement for pedestrians, the canopy would maintain a consistent horizontal aesthetic that would allow for the storefront windows to remain a consistent size and allow for maximum interior daylight. Stepping down of the canopy to meet the guideline would adversely affect the aesthetic quality of the architecture. Maintaining a consistent horizontal plane with the canopy also defines the base of the building, which is an important aspect of the design guidelines. The canopy will have a metal frame finish, with a wood plank soffit. These canopies will also have recessed downlights to provide lighting under the opaque covering. The applicant maintains the design of the proposed canopy with the increased vertical dimension and overall aesthetic is a significant improvement over what could have otherwise been built under minimum standards and guidelines. The applicant provided references to applicable sections of the Comprehensive Plan, including Community & Identity: Goal CI 2 (Maintain a high quality of life for residents and businesses that make Coeur d’Alene a great place to live and visit), Objective CI 2.1 (Maintain the community’s friendly, welcoming atmosphere and its small-town feel), and Objective CI 2.2 Support programs that preserve historical collections, key community features, cultural heritage, and

traditions), and the key characteristics of the Downtown as highly walkable with a defined urban form that attracts area residents and tourists to the area. The design departure request includes two exhibits showing how the canopy would look if it were to meet the guideline. (WEATHER PROTECTION) – DESIGN DEPARTURE REQUESTED

The proposed design is in compliance with the treatment of blank walls. The street-facing walls of the building are mostly broken up by windows and doors, but there are additional architectural features that break up the impact of the walls, including: a concrete plinth that varies in height depending on the grade change (from 1'-2" up to 6'-0"); a change in brick materials above the ground floor level, acting as a "belt course" for the building; recesses in the façade at least 2'-0" in depth; and roof overhangs/canopies at the ground floor level and upper roof level that vary from 3'-0" to 5'-0" in depth. Additional features at the pedestrian level include contrasting wall material and vegetated planter boxes (TREATMENT OF BLANK WALLS)

- The parking for the project is screened by being designed as part of the building. Other than the entrance, the parking is hidden from view. The main floor parking is integrated into the "plinth" on the no-street facing façades.(SCREENING OF PARKING STRUCTURES)
- The building design doesn't include any pitched roofs. The typical roofline of the building includes a 3' overhanging cornice to create a prominent edge against the sky. At recessed wall locations, this overhang extends 5'6" feet past the wall face, creating an even more dramatic cornice. Additionally, the building features accent tower elements of varying heights and a roof deck with a large trellis to add increased interest at the roof edge. (ROOF EDGE)
- The proposed building is designed with extended parapets to screen a majority of the rooftop equipment. The only rooftop mechanical equipment that extends above the main parapet is the Elevator Penthouse, which will be surrounded by a framed wall and finished in the same dark metal panels as part of the main building façade. (SCREENING OF ROOFTOP MECHANICAL EQUIPMENT)
- The DC design guidelines require new projects to relate to the context of the downtown's historical features. The existing site is a lawn-covered dog park, so the project doesn't include any renovation or redevelopment. As a new construction project, the proposed building relates to the surrounding context through: the use of brick as a predominant exterior finish; the massing of the building with a base, middle, and top; the scale of the building as a steppingstone between the smaller buildings along Sherman Avenue and the high-rise residential Parkside Building. The design of the building as a contemporary structure that relates to the primarily modern surrounding architecture. (UNIQUE HISTORIC FEATURES)
- The two main building signs are placed on the vertical-wood-siding-finished vertical towers of the building for wayfinding of automobile traffic, in lieu of pylon signs. These signs are 188 SF and 36 SF, respectively. Additionally, channel letter signs are located above the ground floor canopies to designate the main entrance and the parking entrances. These signs are 42 SF for the main entrance and 14 SF (each) for the two parking entrances. There are two placard signs on either side of the main entrance doors for pedestrian wayfinding. (INTEGRATION OF SIGNS WITH ARCHITECTURE)
- The signage for the building was selected from the Brand's standard signage options. Their designs are highly graphic for brand identity, but also offer a variety of installations and styles including typical wall signs, channel letter wall signs, freestanding channel letter entry signs, as well as smaller pedestrian-oriented placard signs at the entry doors. The freestanding

channel letter sign at the entry canopy is supported by brackets and directs pedestrians to the building entry. (CREATIVITY/INDIVIDUALITY OF SIGNS)

- The total building signage would total 302 square feet, which would be under the City's maximum sign allowance of 603 square feet under the Sign Code based on the property frontage. (SIGN ALLOWANCE)
- The DC zoning district requires that building floors over 45' in height above grade shall be stepped back 10' from the right-of-way on 6th Street. The project design does meet this requirement. The base of the building aligns with the property lines of the lot, but steps back above the ground floor level to allow for the required 10-foot setback over 45 feet above grade. The only parts of the building that extend past these setbacks are roof overhangs and balconies. (UPPER LEVEL STEPBACK)
- The following design guidelines and development standards are not applicable: Screening of Parking Lots, Parking Lot Landscaping, and Gateways.
- The Planning Department has provided a recommended condition of approval relating to consistency with the approved design, as noted below.
- The City Engineer has provided recommended conditions of approval for consideration by the DRC to ensure compliance with City Codes related to pedestrian safety, as noted below.

RECOMMENDED CONDITIONS OF APPROVAL

Planning:

1. The proposed design shall be substantially similar to those submitted with Item DR-1-24.

Engineering:

2. Sidewalks along Sherman Ave and 6th Street must be brought into ADA compliance.
3. Any existing driveway approaches not being used with the proposed development shall be removed.
4. The applicant shall complete a traffic study including a pedestrian safety study.
5. Pedestrian safety features recommended by the study and approved by the City shall be installed.

DESIGN REVIEW COMMISSION'S ROLE

The DRC may provide input on the proposed design and shall identify any changes to the proposed project which are needed in order for the project to comply with the required design standards and guidelines. The DRC must determine, based on the information before it, whether the proposed project meets the applicable Downtown Development Guidelines,. The DRC should identify the specific elements that meet or do not meet the guidelines in its Record of Decision.

DECISION POINT

The DRC should grant the application in Item DR-1-24, a request by Michael Nilson, The Richardson Design Partnership, on behalf of CDA Hotel LLC, a six (6) story hotel with below grade parking along Sherman Avenue, located at 602 & 612 E Sherman Avenue, Coeur d'Alene, Idaho, be approved with or without conditions, or determine that the project would benefit from an additional DRC Meeting to review project changes in response to the first DRC Meeting or if it is deemed necessary based on all the circumstances.

Attachments:

Application & Applicant's Narrative

Applicant's Narrative:

December 1, 2023

City of Coeur d'Alene
Planning Department
710 E. Mullan Ave
Coeur d'Alene, ID 83814

RE: Design Review Application Narrative
AC Hotels Marriott Coeur d'Alene
602-612 E. Sherman Ave.
Coeur d'Alene, Idaho 83814

Ladies and Gentlemen:

On behalf of Providence Development (Applicant, or "Providence"), we are submitting this written narrative as part of the Design Review application for the development of a new hotel on a vacant 0.482 acre parcel of land located at 602 E. and 612 E. Sherman Ave.

The Richardson Design Partnership, LLC. (TRDP) has coordinated and substantially prepared this Design Review Application package to demonstrate compliance with the City of Coeur d'Alene (City) design guidelines and standards. TRDP also designed the hotel.

Project Description:

Providence has extensive experience developing best-in-class real estate projects that support and improve the communities in which they operate. Providence calls it: *"Helping communities reach their full potential"*. The proposed project is an upscale select service hotel and bar with approximately 131 rooms that caters to both short-term guests as well as bar patrons. The goal is to attract visitors and locals alike.

The building is designed with neutral gray and warm wood tones to allow the beauty of the natural environment of this area to shine. The predominantly brick finish façades blend with the many brick buildings nearby. Lighting is provided to light sidewalks around the site, while also preserving the dark skies of the region. Metal canopies protect and large planted containers line the sidewalk along Sherman Avenue to further enliven the pedestrian experience. The corner of the building hosts the hotel bar, that includes an outdoor patio, which will bring activity to the pedestrian-friendly streets. The hotel also provides a rooftop bar and lounge that can accommodate large gatherings of both hotel guests and locals, that will have stunning views of the nearby lake and natural environment from its outdoor deck. There is also a fitness center and large amount of parking in the underground parking structure that will have limited visibility to neighbors.

The proposed hotel location at the corner of Sherman Avenue and 6th Street is an ideal spot for a hotel of this size and caliber. The mid-rise hotel will have views of both Coeur d'Alene Lake and Lake Fernan from its upper floors, as well as access to McEuen Park, Tubbs Hill, and the nearby beaches of Coeur d'Alene Lake for

recreational activities. The retail and restaurant options along Sherman Avenue will provide many amenities within walking distance (amounting to a walkable score of 85, or very walkable), but also quick access by car to the I-90 freeway down Sherman. There are also two bus stops around the corner on Lakeside Avenue. If hotel guests want more variety than provided by the hotel bar, some of the best restaurants in the City – including Fire Artisan Pizza and Crafted Tap House & Kitchen – are just steps away. Visitors will also appreciate having Coeur d’Alene Coffee, Vault Coffee, and Highlands Day Spa just down the street. This hotel is a perfect complement to the surrounding businesses, and it will support the needs of its neighbors.

Providence, in conjunction with The Richardson Design Partnership, looks forward to welcoming guests into a unique hotel that captures a contemporary look and feel, while adding to the pedestrian experience in the Downtown Core.

Project Overview of Proposed Development:

Site Area:	20,993 S.F.	0.482 Acres
Total Building Area:	155,429 S.F.	
Building Footprint:	20,886 S.F.	99.4% Site Coverage
Building Height:	6 Stories	
Parking:	130 Stalls	
Guestrooms:	131 Guestrooms	

We have organized this narrative to generally coincide with The City of Coeur d’Alene Downtown Core (DC) Commercial Design Guidelines.

Thank you in advance for your time and careful consideration of this application.



DESIGN REVIEW APPLICATION

STAFF USE ONLY
Date Submitted: 12-1-23 Received by: T. Stroud Fee paid: \$1006.00 Project # DR-1-24

REQUIRED SUBMITTALS PAID
DEC 01 2023
Application Fee: \$ 700.00
Publication Fee: \$300.00
Mailing Fee: \$6.00 per public hearing
CITY OF COEUR D ALENE

A **COMPLETE APPLICATION** is required at time of application submittal, as determined and accepted by the Planning Department located at <http://cdaid.org/1105/departments/planning/application-forms>.

- Completed application form**
- Application, Publication, and Mailing Fees**
- A report(s) by an Idaho licensed Title Company:** Owner's list and three (3) sets of mailing labels with the owner's addresses prepared by a title company, using the last known name/address from the latest tax roll of the County records. This shall include the following:
 1. All property owners within 300ft of the external boundaries. ** Non-owners list no longer required**
 2. All property owners with the property boundaries.
- A report(s) by an Idaho licensed Title Company:** Title report(s) with correct ownership easements, and encumbrances prepared by a title insurance company and a copy of the tax map showing the 300ft mailing boundary around the subject property. The report(s) shall be a full Title Report and include the Listing Packet.
- A written narrative:** Description of proposal and/or property use.
- A legal description:** in MS Word compatible format, together with a meets and bounds map stamped by a licensed Surveyor.
- Infill Design Guideline Worksheet:** (Attached) Please fill out the appropriate Infill Worksheet for your project.

APPLICATION DOCUMENTS:

A. Purpose of Application Submittals: Purpose of Application Submittals: A development applicant shall participate in the design review process as required by this Article before substantive design decisions are fixed and difficult or expensive to alter. The City will work with the applicant in a collaborative fashion so that the goals of both the City and the applicant can be met to the greatest degree possible, and to address the concerns of neighbors and the community.

In order for this process to work effectively, the applicant must be willing to consider options for the project's basic form, orientation, massing, relationships to existing sites and structures, surrounding street and sidewalks, and appearance from a distance.

B. Materials to Be Submitted for Initial Meeting with Planning Staff: Not later than fifteen (15) days before the Initial Meeting with staff, the applicant must submit the supplemental and updated information required by this subsection to the Director. If all required items are not submitted two weeks prior to the scheduled meeting, the Director may postpone the Initial



THE
RICHARDSON
DESIGN
PARTNERSHIP
L.L.C.

TRANSMITTAL LETTER

To: Tami Stroud

From: Michael Nilson

Company: Coeur d'Alene Planning
Department

Date: 11/30/2023

Address:
City of Coeur d'Alene
710 E. Mullan Ave
Coeur d'Alene, ID 83814

Project:
AC Hotels Coeur d'Alene

Re:
Design Review Submittal

Project No.:
23-138

We are sending the following:

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Original Drawings | <input type="checkbox"/> Shop Drawings | <input type="checkbox"/> Samples |
| <input type="checkbox"/> Reports | <input type="checkbox"/> Blue Print Drawings | <input type="checkbox"/> Other |
| <input type="checkbox"/> Change Order | <input type="checkbox"/> Specifications | <input type="checkbox"/> Shop submittals |

These are transmitted as checked below:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> For Approval | <input type="checkbox"/> Approved as noted | <input type="checkbox"/> Copies for approval |
| <input checked="" type="checkbox"/> For your use | <input type="checkbox"/> Return for corrections | <input type="checkbox"/> Copies for distribution |
| <input checked="" type="checkbox"/> As requested | <input type="checkbox"/> Submit | <input type="checkbox"/> Correction prints |
| <input type="checkbox"/> For review and comment | <input type="checkbox"/> Resubmit | <input type="checkbox"/> No Exceptions Noted |
| <input type="checkbox"/> Approved as submitted | <input type="checkbox"/> Return | |

Number of Copies

1

Description:

Design Review Submittal Package containing application, check payment, required documentation, and thumb drive with electronic copy of technical drawings, written narrative, and Powerpoint presentation

Remarks:

Signed: Michael Nilson

Title: Project Architect

- Our Messenger
- Mail
- Your Messenger
- Express

- Meeting to a later date. Prior to the Initial Meeting with Planning staff, all Floor Area Ratio (F.A.R.) development bonuses must be approved by the Community Planning Director, or his or her designee.
After the Initial Meeting, the Director shall schedule the Second Meeting with the Commission for a date not less than thirty (30) days after the Initial Meeting. In the Director's discretion, any meeting may be scheduled at an earlier or later date if it is in the best interests of the Commission, the applicant, or staff.
1. A complete application (including the applicable fee); and
 2. A site map, showing property lines, rights of way, easements, topography, existing and proposed building footprints (if applicable), major landscaped areas, parking, access, sidewalks amenities and public areas; and
 3. A context map, showing building footprints and uses of parcels within three hundred feet (300'); and
 4. A written narrative including: A summary of the development plan including the areas for each use, number of floors, ~~etc.~~ total square footage and total acreage, and any information that will clarify the proposed project); and; a detailed description of how the project meets each applicable design guideline and design standards, including images/exhibits, and any design departures, and all revisions to the project made as a result of the initial meeting with staff. The narrative shall also include a description and photos detailing proximity to major roads, view corridors, and neighborhood context.
 5. General parking information including the number of stalls, dimensions of the parking stalls, access point(s), circulation plan, any covered parking areas, bicycle parking (included enclosed bike storage areas), and whether the parking will be surface or structured parking; and
 6. An ownership list prepared by a title insurance company, listing the owners of property within a three hundred foot (300') radius of the external boundaries of the subject property. The list shall include the last known name and address of such owners as shown on the latest adopted tax roll of the county; and
 7. Photographs of nearby buildings that are visible from the site, from different vantage points with a key map; and
 8. Views of the site, with a key map; and
 9. A generalized massing, bulk and orientation study of the proposal; and
 10. Elevations of the conceptual design for all sides of the proposal and an elevation along the block, showing massing of the proposal; and
 11. An exhibit showing existing and proposed grade; and
 12. Project inspiration images.



13. Sample of materials and colors, both physically and an electronic copy; and
14. A PowerPoint presentation that includes a detailed description of how the project meets each finding and any design departures, and addressing all of the items required in the narrative.

C. Materials to Be Submitted for First Meeting with Design Review Commission: Not later than the first working day of the month, the DRC Meeting, the applicant must submit the items required by this subsection to the Director. If all required items are not submitted in a timely manner, the Director may postpone the Meeting to a later date.

1. All items required for the first meeting with staff with any changes; and
2. A narrative demonstrating all revisions to the project made as a result of the meeting with staff, and referencing the project's compliance with the applicable design guidelines, including images/exhibits, and design departures.
3. A refined site plan with major landscaped areas, parking, access, circulation, sidewalks and public/private amenities; and
4. Refined elevations; and
5. Perspective sketches (but not finished renderings); and
6. A conceptual model is strongly suggested (this can be a computer model).

D. Materials To Be Submitted For The Optional Second Meeting With Design Review Commission: At the time of the First Meeting with the DRC, the Commission shall determine whether the review of the project would benefit from an additional DRC Meeting to review project changes in response to the first DRC Meeting or is necessary based on all the circumstances. If the Commission decides that a subsequent Meeting will be beneficial or necessary, the Director or his/her designee shall schedule such meeting in accordance is § 17.09.325(C). Not later than fifteen (15) days before the subsequent Meeting, the applicant must submit the items required by this subsection to the Director. If all required items are not submitted two weeks prior to the scheduled meeting, the Director may postpone the subsequent Meeting to a later date.

1. Refined site plan and elevations for all sides of the proposal; and
2. Large scale drawings of entry, street level facade, site amenities; and
3. Samples of materials and colors, electronic copy of materials and colors, and physical samples of the materials will need to be brought to the meeting; and
4. Finished perspective rendering(s) for all sides; and
5. Elevations; and

6. A narrative demonstrating all revisions to the project made as a result of the previous Meeting.

DEADLINE FOR SUBMITTALS:

A complete application and applicable fee for design review under this Article shall be made on a form prescribed by, and filed with, the Director. The completed application must be filed not later than the first working day of the month and the Initial Meeting with the Commission will be held on the fourth Thursday of ~~that~~ the following month, unless otherwise directed by the Commission or Director and duly noticed. The Director shall schedule the Initial Meeting before the Commission upon receipt of the completed application in accordance with this subsection.

All supplemental information to be added to the application file must be received by the Planning Department no later than five (5) working days prior to the meeting date for this item. 17.09.305 TITLE & PURPOSE.

PUBLIC HEARING NOTICE SIGN TO BE POSTED ON SUBJECT PROPERTY:

The applicant is required to post a public hearing notice, provided by the Planning Department, on the property at a location specified by the Planning Department. This posting must be done one (1) week prior to the date of the Planning Commission meeting at which this item will be heard. An affidavit testifying where and when the notice was posted, by whom, and a picture of the notice posed on the property is also required and must be returned to the Planning Department.

APPLICATION INFORMATION

PROPERTY OWNER: CDA Hotel LLC, a Montana Limited Liability Company		
MAILING ADDRESS: 1450 Twin Lakes Avenue, Suite 201		
CITY: Bozeman	STATE: MT	ZIP: 59718
PHONE: 406-595-4560	FAX:	EMAIL: plange@providencedevco.com
APPLICANT OR CONSULTANT: Michael Nilson, The Richardson Design Partnership		Architect STATUS: ENGINEER <u>OTHER</u>
MAILING ADDRESS: 510 South 600 East		
CITY: Salt Lake City	STATE: Utah	ZIP: 84102
PHONE: 801-349-6543	FAX: 801-355-6880	EMAIL: mnilson@trdp.com

FILING CAPACITY

- Recorded property owner as to of 9/7/2023
- Purchasing (under contract) as of _____
- The Lessee/Renter as of _____
- Authorized agent of any of the foregoing, duly authorized in writing. *(Written authorization must be attached)*

SITE INFORMATION:

PROPERTY LOCATION OR ADDRESS OF PROPERTY: 602 & 612 E Sherman Avenue
--

EXISTING ZONING (CHECK ALL THAT APPLY): R-1 <input type="checkbox"/> R-3 <input type="checkbox"/> R-5 <input type="checkbox"/> R-8 <input type="checkbox"/> R-12 <input type="checkbox"/> R-1 <input type="checkbox"/> MH-8 <input type="checkbox"/> NC <input type="checkbox"/> C-17 <input type="checkbox"/> C-17L <input type="checkbox"/> DC <input checked="" type="checkbox"/> LM <input type="checkbox"/> M <input type="checkbox"/> NW <input type="checkbox"/>		
TAX PARCEL # C-1800-035-001-A C-1800-035-003-A	TOTAL NUMBER OF LOTS: 2	ADJACENT ZONING: DC
GROSS AREA/ACRES: .482 acres	CURRENT LAND USE: Vacant Land	ADJACENT LAND USE: Bank/ office/ condominiums
DESCRIPTION OF PROJECT/REASON FOR REQUEST: Construction of 6 story hotel		

CERTIFICATION OF APPLICANT:

I, Michael Nilson, being duly sworn, attests that he/she is the applicant of this
 (Insert name of applicant)

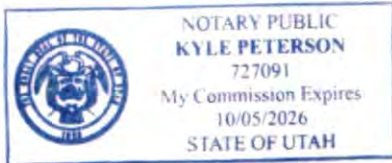
request and knows the contents thereof to be true to his/her knowledge.

Signed: *Michael Nilson*
 (applicant)

Notary to complete this section for applicant:

Subscribed and sworn to me before this 30 day of October, 2023.

Notary Public for Idaho Residing at: Salt Lake City



My commission expires: 10/05/2026

Signed: *[Signature]*
 (notary)

CERTIFICATION OF PROPERTY OWNER(S) OF RECORD:

I have read and consent to the filing of this application as the owner of record of the area being considered in this application.

Name: Parker Lange Telephone No.: 406-595-4560

Address: 1450 Twin Lakes Avenue, Suite 201 Bozeman MT 59718

Signed by Owner: *Parker Lange*

Notary to complete this section for all owners of record:

Subscribed and sworn to me before this 16 day of OCTOBER, 2023.

Notary Public for ~~Idaho~~ MONTANA Residing at: BELGRADE, MT

My commission expires: JULY 21, 27



CITY OF COEUR D'ALENE

PLANNING DEPARTMENT

Infill Overlay Districts Review Sheet
(17.07.900)

REVIEWED BY:

DATE:



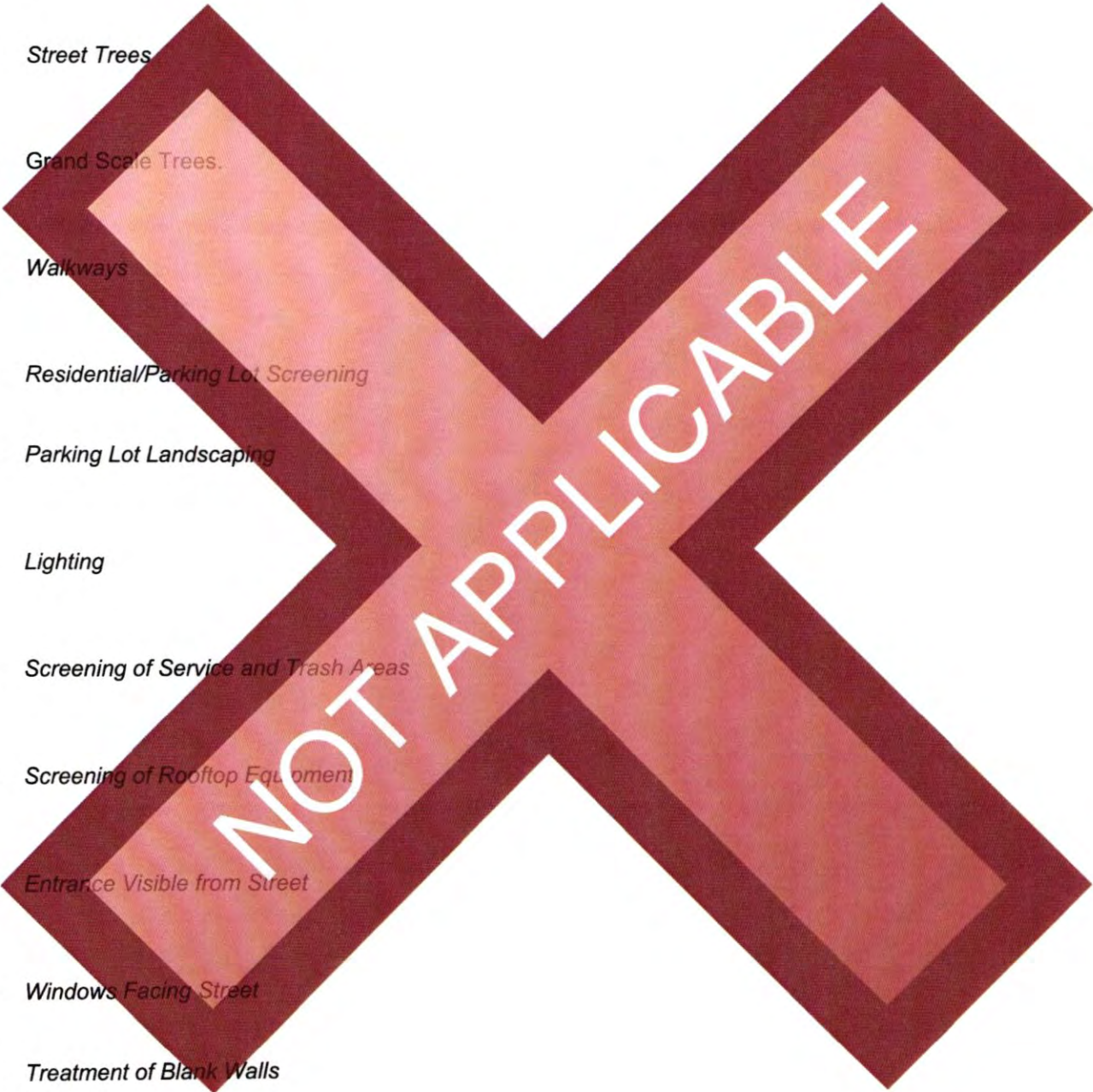
Signed: _____
(notary)

INFILL DESIGNATION		<input type="checkbox"/> MO		<input type="checkbox"/> DO-N		<input type="checkbox"/> DO-E	
DESIGN REVIEW REQUIRED		<input type="checkbox"/> YES				<input type="checkbox"/> NO	
ACTIVITY PERMITTED (All 3) (DO-E&N)		<input type="checkbox"/> YES				<input type="checkbox"/> NO	
F.A.R. MULTIPLIER = (bonus items must be provided) (F.A.R.+ bonus x SF of lot) Grand Total of SF Allowed:	Overlay	Residential		Non-Residential		Combined Maximum	
		<i>Basic</i>	<i>With Bonus</i>	<i>Basic</i>	<i>With Bonus</i>		
	MO	1.0	2.0	0.5	1.0	3.0	
	DO-N	1.0	2.0	0.3	0.9	2.9	
	DO-E	0.5	1.0	0.3	0.6	1.6	
MINOR BONUS = (0.2 each)	F.A.R.	<input type="checkbox"/>	Streetscape Features	<i>Seating, pedestrian lights, trees, or special paving.</i>			
		<input type="checkbox"/>	Common Court Yard	<i>4% of floor area - paved & 30% landscaped</i>			
		<input type="checkbox"/>	Canopy Over Public Sidewalk	<i>5' width for 75% of frontage - 8' to 10' height</i>			
		<input type="checkbox"/>	Alley Enhancement	<i>Pedestrian scaled lighting, special paving, and rear entrances intended to encourage pedestrian use of the alley.</i>			
		<input type="checkbox"/>	Upgraded Building Materials	<i>Use of brick and stone on the building facades that face streets</i>			
		<input type="checkbox"/>	Preservation of Grand Scale Trees	<i>Deciduous & every 20" diameter, measured at 4.5' above ground, and/or 4" dbh. Health and compatibility with the proposed development shall be reviewed by city urban forester. The number of trees preserved in order to satisfy this criterion is left to the discretionary review process.</i>			
MAJOR BONUS = (0.5 each)	F.A.R.	<input type="checkbox"/>	Exterior Public Space	<i>Public use from 7:00 A.M. to dusk. Must be 2% of the total interior floor space of the development and no dimension shall be less than 8'. Landscaping, textured paving, pedestrian scaled lighting, and seating must be included.</i>			
		<input type="checkbox"/>	Public Art or Water Feature	<i>Appraised value (1%) of the value of building construction costs. Documentation of building costs and appraised value of the art or water feature shall be provided.</i>			
		<input type="checkbox"/>	Through Block Pedestrian Connection	<i>Walkway must be at least six feet (6') wide and allow the public to walk between a street and an alley or another street. The walkway must be flanked with plantings and pedestrian scaled lighting.</i>			
		<input type="checkbox"/>	Below Structure Parking	<i>All required parking must be contained within a structure that is below grade.</i>			
HEIGHT =		<input type="checkbox"/> MO (45')		<input type="checkbox"/> DO-N (45')		<input type="checkbox"/> DO-E (35' res. or 38' com.)	
Principal Structures Near District Boundaries: The height of principal structures located within fifty feet (50') of districts having a lower height limit shall not exceed the height limit for the adjacent district.							
Accessory Structures: The height of accessory structures, including detached garages, shall not exceed fourteen feet (14') measured to the high point of a flat or the ridge of a low slope roof or eighteen feet (18') measured to the ridge of a medium to high slope roof.							
PARKING (see main sheet for breakdown of space requirements)	<input type="checkbox"/> Residential Units (see drop down for requirements)				<input type="checkbox"/> Commercial		<input type="checkbox"/> Shared
	MO & DO-E		DO-N		1 space per 330 SF		Per Plan Dir
	<i>Elderly</i>	<i>Studio</i>	<i>1 B/R</i>	<i>2 B/M</i>	<i>3 B/R</i>	<i>4+ B/R</i>	*Restaurant over 1000SF (1 space per 200 SF)
Grand Total:							*Different uses (20% reduction)
MEETS DESIGN STANDARDS NOTE: If 3 level need "massing" (Base, middle, top)		<input type="checkbox"/> YES				<input type="checkbox"/> NO	

DESIGN GUIDELINES WORKSHEET FOR: C-17

In order to approve the request, the Design Review Commission will need to consider any applicable design guidelines for the proposed project (Please fill out and submit with your application)

- *Curb Cuts*
- *Sidewalks Along Street Frontages*
- *Street Trees*
- *Grand Scale Trees.*
- *Walkways*
- *Residential/Parking Lot Screening*
- *Parking Lot Landscaping*
- *Lighting*
- *Screening of Service and Trash Areas*
- *Screening of Rooftop Equipment*
- *Entrance Visible from Street*
- *Windows Facing Street*
- *Treatment of Blank Walls*



DESIGN GUIDELINES WORKSHEET FOR: East Design Guidelines (DO-E)

In order to approve the request, the Design Review Commission will need to consider any applicable design guidelines for the proposed project (Please fill out and submit with your application)

- General Landscaping
- Screening of Parking Lots
- Screening of Trash/Service Areas
- Lighting Intensity
- Screening of Rooftop Mechanical Equipment
- Curb Cuts: Width and Spacing
- Parking Lot Landscape
- Location of Parking
- Grand Scale Trees
- Identity Elements
- Fences Next to Sidewalks
- Walls Next to Sidewalks
- Curbside Planting Strips
- Unique Historic Features
- Entrances
- Orientation to the Street
- Treatment of Blank Walls
- Integration of Signs with Architecture
- Creative/Individuality of Signs
- Minimum/Maximum Setbacks
- Roof Pitch
- Building Bulk and Spacing

NOT APPLICABLE

DESIGN GUIDELINES WORKSHEET FOR: East Design Guidelines (DO-N)

In order to approve the request, the Design Review Commission will need to consider any applicable design guidelines for the proposed project (Please fill out and submit with your application)

- General Landscaping
- Screening of Parking Lots
- Screening of Trash/Service Areas
- Lighting Intensity
- Screening of Rooftop Mechanical Equipment
- Width and Spacing of Curb Cuts
- Parking Lot Landscape
- Location of Parking
- Grand Scale Trees
- Identity Elements
- Fences Next to Sidewalks
- Walls Next to Sidewalks
- Curbside Planting Strips
- Unique Historic Features
- Entrances
- Orientation to the Street
- Massing: Base/middle/top
- Treatment of Blank Walls
- Accessory Buildings
- Integration of Signs with Architecture
- Creative/Individuality of Signs
- Setbacks Adjacent to Single Family
- Minimum/Maximum Setbacks




DESIGN GUIDELINES WORKSHEET FOR: Downtown Core (DC)

In order to approve the request, the Design Review Commission will need to consider any applicable design guidelines for the proposed project (Please fill out and submit with your application)

- *Location of Parking*
- *Screening of Parking Lots*
- *Parking Lot Landscaping*
- *Sidewalk Uses*
- *Width And Spacing of Curb Cuts*
- *Screening of Trash/Service Areas*
- *Lighting Intensity*
- *Gateways*
- *Maximum Setback*
- *Orientation To The Street*
- *Entrances*
- *Massing*
- *Ground Level Details*
- *Ground Floor Windows*
- *Weather Protection*
- *Treatment of Blank Walls*
- *Screening of Parking Structures*
- *Roof Edge*
- *Screening Of Rooftop Mechanical Equipment*
- *Unique Historic Features* | *Integration of Signs with Architecture*
- *Creativity/Individuality Of Signs*

DESIGN GUIDELINES WORKSHEET FOR: MIDTOWN OVERLAY DISTRICT (MO)

 In order to approve the request, the Design Review Commission will need to consider any applicable design guidelines for the proposed project (Please fill out and submit with your application)

- General Landscaping
- Screening of Parking Lots
- Screening of Trash/Service Areas
- Lighting Intensity
- Screening of Rooftop Mechanical Equipment
- Parking Lot Landscape
- Location of Parking
- Grand Scale Trees
- Identity Elements
- Fences Next to Sidewalks
- Walls Next to Sidewalks
- Curbside Planting Strips
- Unique Historic Features
- Entrances
- Orientation to the Street
- Treatment of Blank Walls
- Integration of Signs with Architecture
- Creativity/Individuality of Signs
- Sidewalk Uses
- Maximum Setback
- Ground Floor Windows
- Ground Level Details
- Roof Edge
- Width and Spacing of Curb Cuts
- Massing: Base/middle/top
- Accessory Buildings
- Setbacks Adjacent To Single Family

NOT APPLICABLE

Providence Development LLC

1300

City of Coeur d'Alene				10/30/2023		
Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
10/30/2023	Bill		1,006.00	1,006.00		1,006.00
					Check Amount	1,006.00

Providence Operating CDA Sherman 1,006.00

Providence Development LLC

1300

City of Coeur d'Alene				10/30/2023		
Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
10/30/2023	Bill		1,006.00	1,006.00		1,006.00
					Check Amount	1,006.00

PAYMENT RECORD

PAID

DEC 01 2023

CITY OF COEUR D ALENE

Providence Operating CDA Sherman 1,006.00



CITY OF COEUR D'ALENE

12/01/2023
01:27 PM

Receipt No
02834794

HOTEL DESIGN REVIEW - ANN PROVIDEN DEV LLC

Annexation & Zoning Fees		1,006.00
Total		1,006.00
Check	1300	1,006.00
Change		0.00
Balance :	\$\$0.00	

AC Hotels Marriott Coeur d'Alene Development Plan: Narrative

December 1, 2023

City of Coeur d'Alene
Planning Department
710 E. Mullane Ave
Coeur d'Alene, ID 83814

RE: Design Review Application Narrative
AC Hotels Marriott Coeur d'Alene
602-612 E. Sherman Ave.
Coeur d'Alene, Idaho 83814

Ladies and Gentlemen:

On behalf of Providence Development (Applicant, or "Providence"), we are submitting this written narrative as part of the Design Review application for the development of a new hotel on a vacant 0.482 acre parcel of land located at 602 E. and 612 E. Sherman Ave.

The Richardson Design Partnership, LLC. (TRDP) has coordinated and substantially prepared this Design Review Application package to demonstrate compliance with the City of Coeur d'Alene (City) design guidelines and standards. TRDP also designed the hotel.

Project Description:

Providence has extensive experience developing best-in-class real estate projects that support and improve the communities in which they operate. Providence calls it: *"Helping communities reach their full potential"*. The proposed project is an upscale select service hotel and bar with approximately 131 rooms that caters to both short-term guests as well as bar patrons. The goal is to attract visitors and locals alike.

The building is designed with neutral gray and warm wood tones to allow the beauty of the natural environment of this area to shine. The predominantly brick finish façades blend with the many brick buildings nearby. Lighting is provided to light sidewalks around the site, while also preserving the dark skies of the region. Metal canopies protect and large planted containers line the sidewalk along Sherman Avenue to further enliven the pedestrian experience. The corner of the building hosts the hotel bar, that includes an outdoor patio, which will bring activity to the pedestrian-friendly streets. The hotel also provides a rooftop bar and lounge that can accommodate large gatherings of both hotel guests and locals, that will have stunning views of the nearby lake and natural environment from its outdoor deck. There is also a fitness center and large amount of parking in the underground parking structure that will have limited visibility to neighbors.

The proposed hotel location at the corner of Sherman Avenue and 6th Street is an ideal spot for a hotel of this size and caliber. The mid-rise hotel will have views of both Coeur d'Alene Lake and Lake Fernan from its upper floors, as well as access to McEuen Park, Tubbs Hill, and the nearby beaches of Coeur d'Alene Lake for recreational activities. The retail and restaurant options along Sherman Avenue will provide many amenities within walking distance (amounting to a walkable score of 85, or very walkable),

AC Hotels Marriott Coeur d'Alene Development Plan: Narrative

but also quick access by car to the I-90 freeway down Sherman. There are also two bus stops around the corner on Lakeside Avenue. If hotel guests want more variety than provided by the hotel bar, some of the best restaurants in the City – including Fire Artisan Pizza and Crafted Tap House & Kitchen – are just steps away. Visitors will also appreciate having Coeur d'Alene Coffee, Vault Coffee, and Highlands Day Spa just down the street. This hotel is a perfect complement to the surrounding businesses, and it will support the needs of its neighbors.

Providence, in conjunction with The Richardson Design Partnership, looks forward to welcoming guests into a unique hotel that captures a contemporary look and feel, while adding to the pedestrian experience in the Downtown Core.

Project Overview of Proposed Development:

Site Area:	20,993 S.F.	0.482 Acres
Total Building Area:	155,429 S.F.	
Building Footprint:	20,886 S.F.	99.4% Site Coverage
Building Height:	6 Stories	
Parking:	130 Stalls	
Guestrooms:	131 Guestrooms	

We have organized this narrative to generally coincide with The City of Coeur d'Alene Downtown Core (DC) Commercial Design Guidelines.

Thank you in advance for your time and careful consideration of this application.

AC Hotels Marriott Coeur d'Alene Development Plan: Narrative

Downtown Core Design Guidelines:

1. Location of Parking

Parking for the project is located within the building footprint itself. Parking takes a portion of the main (Street) level and continues three stories underground. This project does not contain any exposed surface parking lots.

Required Parking Ratio (Residential & Hotels)

- Min 0.5 stalls per unit
- Max. 2 stalls per unit

Provided Parking Stalls:

- 131 Units
- 130 Stalls
- Ratio = 0.99 stall per Unit

2. Screening of Parking Lots

Parking for the project is located within the building footprint itself (shown in red). The only exposed portions of the parking lot are the vehicular entrances off Sherman Avenue and the alley to the south of the property.

3. Parking Lot Landscaping

Parking for the project is located within the building footprint itself (shown in red above) and therefore parking lot landscape is not required.

4. Sidewalk Uses

4.1 Amenity Zones: Currently there are four trees planted along the property line facing Sherman. The trees are spaced 67', 54', and 68' respectively. Two of the trees have tree grates, the others have exposed soil. There is one tree along the property line facing 6th Street planted with a tree grate. This tree is located at the northwest corner of the property. It will be confirmed that these trees have a DBH of less than 20 inches. These trees will be removed during construction and replaced in the existing locations. This project includes creating new 5'x5' planting areas around the trees.

4.2 Clear Walkway: The existing sidewalk on Sherman Avenue from the back of curb to the property line is 14.8'. The distance from the new 5'x5' tree planting areas to the property line is approximately 8'-6". A 7'-0" wide clear pedestrian travel area will be maintained.

4.3 Storefront Area: An 18" wide area between the property line and the pedestrian travel area will be used for planting containers along Sherman Avenue.

AC Hotels Marriott Coeur d'Alene Development Plan: Narrative

5. Width and Spacing of Curb Cuts

Two curb cuts on Sherman and one curb cut on 6th street currently exist. All three of these existing curb cuts will be removed. The project only requires one 24' wide curb cut on Sherman; no curb cuts are being proposed on the Pedestrian-Oriented 6th Street. The sidewalk pattern and material will carry across the driveway. This project will not be sharing a driveway as it is not feasible.

6. Screening of Trash/Service Areas

The trash area is located within the building footprint, off the alley on the southeast corner of the property. The trash area will be screened from view on all sides. The two sides and rear of the enclosure will match the exterior brick material. At the front of the enclosure will be an opaque decorative architectural gate. Loading and service areas do not face any residential areas. Loading and service areas are located within the parking garage.

7. Lighting Intensity

7.1 Building Lighting: The majority of the exterior building lighting will be recessed lights in the roof canopies at the ground floor level to provide light to pedestrians, at the guestroom balcony roofs to provide light to the guests, and at the upper roof deck to highlight the building corner. Fully-shielded wall sconces will be added on either side of the main entry doors to highlight the entry.

7.2 Street Lighting: There is one existing single-arm tall streetlight at the corner of Sherman and 6th Street that will remain. There are two existing post streetlights along Sherman Avenue. One light will remain in its current location, and the other will be shifted to allow for the new curb cut into the parking structure. There are no existing streetlights along 6th Street.

8. Gateways

The Corner of Sherman and 6th Street is not classified as a "Gateway" intersection in the Downtown Design Guidelines.

An existing public art installation exists on the southeast corner of Sherman and 6th Street.

9. Maximum Setback

The street level façade along the Pedestrian-Oriented 6th Street is set up to the back of the sidewalk along the property line. A portion of the project on the corner of Sherman and 6th Street has a dining patio for the use of hotel guests but it has a base structure that extends out to the sidewalk.

AC Hotels Marriott Coeur d'Alene Development Plan: Narrative

10. Orientation to the Street

The proposed building is oriented to Sherman Avenue. The building façade along Sherman incorporates numerous windows as well as an entrance canopy and signage. The façade along 6th Street incorporates windows. The primary building entrance faces Sherman and is centered in the building façade. An outdoor patio at the ground level activates the street corner at Sherman Avenue and 6th Street.

11. Entrances

The main building entrance is centered on the façade along Sherman Avenue and welcomes pedestrians with an overhanging canopy as well as a recess in the main building wall. Both the canopy and the recess provide added weather protection for pedestrians. These features, along with clear signage, help identify this visually prominent entrance.

12. Massing

12.1 Top: The top section of the building is distinguished by overhanging roofs, an open roof deck with trellis, and additional windows. The main material is a dark metal panel, with accent metal panels.

12.2 Middle: The middle section of the building has a regular pattern of guestroom windows surrounded by dark and light color brick veneer. Also, there are some dark and accent metal panels to connect the base to the top.

12.3 Base: The base of the building features a large amount of storefront glazing and canopies to define the ground level. The finish is a combination of light grey brick, darker composite panels accented with horizontal wood siding with a decorative concrete plinth.

12.4 Building Bulk: The base of the building aligns with the property lines of the lot, but steps back above the ground floor level to allow for the required 10-foot setback over 45 feet above grade. The only parts of the building that extend past these setbacks are roof overhangs and balconies. The only part of the building that is taller than 75 feet is the elevator penthouse, which is much smaller than the 8000 SF Tower Floor Size restriction at 176 SF and is over the minimum Tower Separation of 50 feet noted in the Site Performance Standards. At approximately 77 feet tall, the overall building height is well below the maximum 200 ft building height.

12.5 City Block Elevations: Sherman Avenue has a mix of low-and mid-rise buildings, which align well with the scale of the plinth of the proposed hotel. The overall mass of the building helps transition from these shorter structures to the high-rise residential buildings on Front Avenue.

AC Hotels Marriott Coeur d'Alene Development Plan: Narrative

13. Ground Level Details

The ground floor of the building has the most amount of character to provide visual interest to pedestrians, including:

- Pedestrian-scaled signs to identify the building entry.
- Seasonal planting in multiple planters against the building along Sherman Avenue.
- Metal canopies above the ground floor storefront windows.
- Accent wall sconces on either side of the main entrance.
- A decorative concrete plinth to ground the building.

The ground level also features an elevated patio at the corner of Sherman and 6th Street to add a further level of detail in this area.

14. Ground Floor Windows

The building has been designed with many storefront windows along Sherman Avenue and 6th Street that will have clear vision glass into the Lobby, Bar/Lounge, Conference Room, and Corridor spaces (unblocked by shelving). Sherman Avenue has 45% window and glazed door area in the “window zone” of the façade. 6th Street has 26% window area in the “window zone” of the façade. All ground-floor windows will have a minimum of 60% transparency.

15. Weather Protection

The building is designed with 5-foot-deep canopies around nearly the entire length of the Sherman Avenue and 6th Street façades for weather protection. The exception is at the main entry, which has a shorter canopy at 3.5 feet in depth. However, a recessed entry provides additional protection. This canopy is also 16 feet high, to accentuate the entrance to the building. The main canopies maintain a consistent level height around the building, but due to the sloping grades, the height of the canopy varies. The minimum height above grade is approximately 10 feet. The canopy will have a metal frame finish, with a wood plank soffit. These canopies will also have recessed downlights to provide lighting under the opaque covering.

16. Treatment of Blank Walls

The street-facing walls of the building are mostly broken up by windows and doors, but there are additional architectural features that break up the impact of the walls, including:

1. A concrete plinth that varies in height depending on the grade change (from 1'-2" up to 6'-0").
2. A change in brick materials above the ground floor level, acting as a “belt course” for the building.
3. Recesses in the façade at least 2'-0" in depth.
4. Roof overhangs/canopies at the ground floor level and upper roof level that vary from 3'-0" to 5'-0" in depth.

Additional features at the pedestrian level include contrasting wall material and vegetated planter boxes.

17. Screening of Parking Structures

AC Hotels Marriott Coeur d'Alene Development Plan: Narrative

The Parking Structure is incorporated into the main hotel building, within the building footprint (shown in red), with a portion of the Main Floor (ground level) allocated to parking, as well as three underground levels. There isn't a separate parking structure to be screened. The Main Floor parking is integrated into the "plinth" on the non-street-facing façades.

18. Roof Edge

The building design doesn't include any pitched roofs. The typical roofline of the building includes a 3-foot overhanging cornice to create a prominent edge against the sky. At recessed wall locations, this overhang extends 5.5 feet past the wall face, creating an even more dramatic cornice. Additionally, the building features accent tower elements of varying heights and a roof deck with a large trellis to add increased interest at the roof edge.

19. Screening of Rooftop Mechanical Equipment

The proposed building is designed with extended parapets to screen a majority of the rooftop equipment. The only rooftop mechanical equipment that extends above the main parapet is the Elevator Penthouse, which will be surrounded by a framed wall and finished in the same dark metal panels as part of the main building façade.

20. Unique Historical Features

The existing site is a lawn-covered dog park, so the project doesn't include any renovation or redevelopment. As a new construction project, the proposed building relates to the surrounding context through:

- The use of brick as a predominant exterior finish.
- The massing of the building with a base, middle, and top.
- The scale of the building as a steppingstone between the smaller buildings along Sherman Avenue and the high-rise residential Parkside Building.
- The design of the building as a contemporary structure that relates to the primarily modern surrounding architecture.

21. Integration of Signs with Architecture

The two main building signs are placed on the vertical-wood-siding-finished vertical towers of the building for wayfinding of automobile traffic, in lieu of pylon signs. These signs are 188 SF and 36 SF, respectively. Additionally, channel letter signs are located above the ground floor canopies to designate the main entrance and the parking entrances. These signs are 42 SF for the main entrance and 14 SF (each) for the two parking entrances. Lastly, there are two placard signs on either side of the main entrance doors for pedestrian wayfinding. These two signs are 4 SF each. The total building signage area is 302 SF, which is less than the maximum 603 SF allowed based on the frontage.

AC Hotels Marriott Coeur d'Alene Development Plan: Narrative

22. Creativity/Individuality of Signs

The signage for the building was selected from the Brand's standard signage options. Their designs are highly graphic for brand identity, but also offer a variety of installations and styles including typical wall signs, channel letter wall signs, freestanding channel letter entry signs, as well as smaller pedestrian-oriented placard signs at the entry doors. The freestanding channel letter sign at the entry canopy is supported by brackets and directs pedestrians to the building entry.

We are happy to answer any questions you may have during your review. Thank you in advance for your time and careful consideration.

APPELLANT PRESENTATION

A Request to Appeal the Design Review Commission's approval of the CDA Hotel, LLC design for a six (6) story Marriott Hotel

Appellant: Joan Woodard, 609 E. Sherman Ave.

Date: April 16, 2024

1

- Traffic, Circulation and Pedestrian Studies of the intended use and design are typically done before the design of the project is approved and construction commences
- The entrance and exit to the hotel should occur on 6th Street rather than Sherman Avenue
 - Curb cuts were to be categorically denied on Sherman
 - Stacking problem on Sherman at stop light on 7th, double yellow, no turn lane
 - Proximity to Idaho Trust grandfathered driveway on Sherman
 - Interference with downtown events and Sherman closures
 - Potential interference with I-90 emergency by-pass
 - No "of right" to curb cuts if moved
 - 6th is a pedestrian street, but drives exist on pedestrian streets throughout downtown with approved Design Departure
 - Entrance and exit to a high-use service alley is not an acceptable option

2

Some Goals and Objectives of the Comprehensive Plan that should have been addressed by the Applicant in their submittal

- Goal CI 1: **Coeur d'Alene citizens are well-informed, responsive, and involved in community discussions.**
- OBJECTIVE CI 1.1: Foster broad-based and inclusive community involvement for actions affecting businesses and residents to promote community unity and involvement.
- OBJECTIVE CI 2.1: Maintain the community's friendly, welcoming atmosphere and its small-town feel.
- OBJECTIVE CI 2.2: **Support programs that preserve historical collections, key community features, cultural heritage, and traditions.**
- OBJECTIVE ER 3.1: Preserve and expand the number of street trees within city rights-of-way.
- OBJECTIVE ER 3.2: Protect and enhance the urban forest, including wooded areas, street trees, and "heritage" trees that beautify neighborhoods and integrate nature with the city.
- OBJECTIVE GD 1.7: **Increase** physical and visual access to the lakes and rivers
- Goal GD 5: Implement principles of environmental design in planning projects.
- OBJECTIVE GD 5.1: **Minimize glare, light trespass, and skyglow from outdoor lighting.**

3

Per the Adopted Comprehensive Plan, these action items were identified to be addressed within the first five years

- Review and consider changing the Zoning Code to **discourage obstruction of open view corridors of both public and private parks, green spaces and natural areas.**
- **Reevaluate downtown design standards to enhance infrastructure and usability, while preserving the character and historic nature of the corridor**
- **Establish a visual resources inventory in the community and determine if there are specific guidelines that should be defined and established in the City Code for public view corridors in development projects.**
- **Evaluate if building heights in zoning districts adjacent to shorelines should be modified to protect view corridors and limit shadows.**
- Modify the Zoning Code to encourage meaningful public access to shorelines and **preservation of public view corridors** through density bonuses, height incentives, or other means.
- Revise the Zoning Code to include lighting standards for parking lots and new commercial, mixed-use, multifamily residential, and industrial development so as **to avoid light pollution and nuisance complaints.**

4

A few of the Comprehensive Plan shortcomings and information missing from the Application

- Did not address the obstruction of views for neighboring property owners or the impact of shade, shadows, or glare
- Did not adapt the project massing to preserve some views for those driving or walking westbound on Sherman or for those living and working on the opposite side of Sherman
- No effort by Staff or Applicant to seek out input from neighboring property owners. This denied the public from having a voice or knowing decisions that have been made that will affect them
- Did not address how lighting and noise that will emanate from the open rooftop lounge/bar/restaurant will impact neighbors, night sky, and potential for nuisance complaints
- Did not consider the historical context for setbacks/massing

5

Consider the impact to these views and vistas for property owners across the street



6

Consider the impact on views and vistas for those driving or walking down Sherman Avenue



7

Some specific failures of the application regarding the Site Performance Standards

- Street Trees and Street Lighting
- 6th Steet Sidewalk Deficiencies
- Pedestrian-oriented Space and Plazas
- Blank Wall Treatment
- Scale
- Massing
- Ground Level Details
- Unique Historic Features
- Restaurants and shops on key streets...animation of downtown

8

Historic Masonic Building and Idaho Trust are set back 20 feet or more

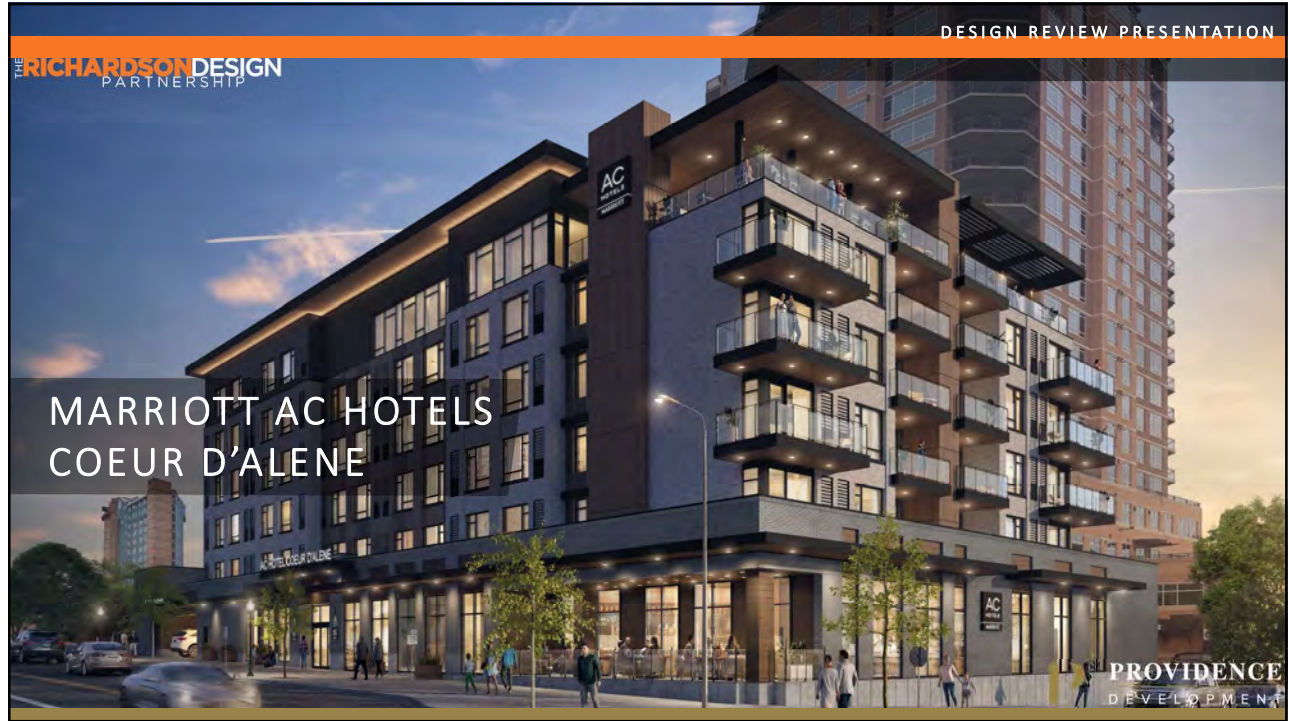


9

- Project does not address or respond to the requirements of the city's Comprehensive Plan
- Downtown Design Guidelines have not been met
- Design Review Committee did not address site-specific information in evaluating how well the project met guidelines and did not exercise their right to discretion to reconcile these facts
- Residents at 609 Sherman are significantly impacted by this project as approved; reduction in property value and decrease in marketability
- Design Review Approval was given based on incomplete, inaccurate or missing information
- Residents and visitors are impacted by unaddressed traffic and parking impacts as well as view corridors and vistas.
- Unaddressed traffic and parking impacts will hurt downtown businesses

10

APPLICANT PRESENTATION



1



2

SITE CONTEXT

THE RICHARDSON DESIGN PARTNERSHIP

EXISTING PROJECT SITE

NW VIEW OF SHERMAN AVE. AND 6TH STREET

6TH STREET VIEW CORRIDOR TOWARDS LAKE

VICINITY MAP

PROVIDENCE DEVELOPMENT

3

MASSING

THE RICHARDSON DESIGN PARTNERSHIP

609 SHERMAN
POTLACH BUILDING

SHERMAN AVENUE

10 FT SETBACK

45 FT

PROPERTY LINE

PROPERTY LINE

75 FT

ALLEY

PARKSIDE BUILDING

SHERMAN AVENUE MASSING SECTION

MASONIC TEMPLE

6TH STREET

10 FT SETBACK

PROPERTY LINE

PROPERTY LINE

IDAHO TRUST BANK PARKING

6TH STREET MASSING SECTION

BUILDING BULK

The base of the building aligns with the property lines of the lot, but steps back above the ground floor level to allow for the required 10-foot setback over 45 feet above grade.

The only parts of the building that extend past these setbacks are roof overhangs and balconies.

The only part of the building that is taller than 75 feet is the stair overrun, the elevator penthouse, and mechanical equipment screening, which does not exceed 15 feet above the roof deck.

PROVIDENCE DEVELOPMENT

4

MASSING

THE RICHARDSON DESIGN PARTNERSHIP

SHERMAN AVENUE BLOCK MASSING ELEVATION

6TH STREET BLOCK MASSING ELEVATION

CITY BLOCK ELEVATIONS

Sherman Avenue has a mix of low- and mid-rise buildings, which align well with the scale of the plinth of the proposed hotel. The overall mass of the building helps transition from these shorter structures to the high-rise residential buildings on Front Avenue.

PROVIDENCE DEVELOPMENT

5

WEST ELEVATION - 6TH STREET

NORTH ELEVATION - SHERMAN

Schematic Design

MASSING ELEVATIONS

DR12

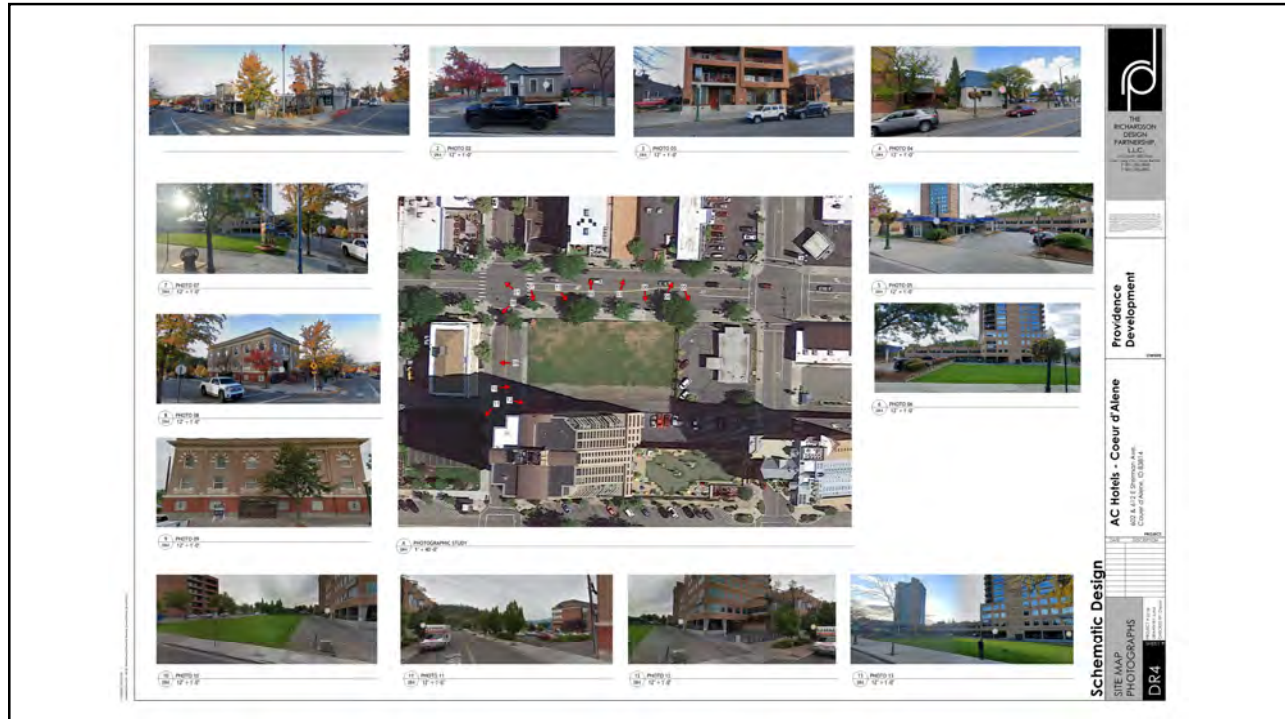
THE RICHARDSON DESIGN PARTNERSHIP, L.L.C.

Providence Development

AC Hotels - Coeur d'Alene

202 N. 6TH STREET, COEUR D'ALENE, IDAHO

6



7

THE RICHARDSON DESIGN PARTNERSHIP

GROUND LEVEL DETAILS



GROUND-LEVEL PERSPECTIVE VIEW



GROUND-LEVEL WEST ELEVATION (6TH STREET)



GROUND-LEVEL NORTH ELEVATION (SHERMAN AVE.)

The ground floor of the building has the most amount of character to provide visual interest to pedestrians, including:

- Pedestrian-scaled signs to identify the building entry.
- Seasonal planting in multiple planters against the building along Sherman Avenue.
- Metal canopies above the ground floor storefront windows.
- Accent wall sconces on either side of the main entrance.
- A decorative concrete plinth to ground the building.

The ground level also features an elevated patio at the corner of Sherman and 6th Street to add a further level of detail in this area.


PROVIDENCE
DEVELOPMENT

8

THE RICHARDSON DESIGN
PARTNERSHIP

GROUND FLOOR WINDOWS

WEST ELEVATION (6TH STREET)

The building has been designed with many storefront windows along Sherman Avenue and 6th Street that will have clear vision glass into the Lobby, Bar/Lounge, Conference Room, and Corridor spaces (unblocked by shelving).

Sherman Avenue has 45% window and glazed door area in the "window zone" of the façade.

6th Street has 26% window area in the "window zone" of the façade.

All ground-floor windows will have a minimum of 60% transparency.

NORTH ELEVATION (SHERMAN AVE.)

PROVIDENCE DEVELOPMENT

9

THE RICHARDSON DESIGN
PARTNERSHIP

TREATMENT OF BLANK WALLS

WEST ELEVATION (6TH STREET)

The street-facing walls of the building are mostly broken up by windows and doors, but there are additional architectural features that break up the impact of the walls, including:

1. A concrete plinth that varies in height depending on the grade change (from 1'-2" up to 6'-0").
2. A change in brick materials above the ground floor level, acting as a "belt course" for the building.
3. Recesses in the façade at least 2'-0" in depth.
4. Roof overhangs/canopies at the ground floor level and upper roof level that vary from 3'-0" to 5'-0" in depth.

Additional features at the pedestrian level include contrasting wall material and vegetated planter boxes.


NORTH ELEVATION (SHERMAN AVE.)

PROVIDENCE DEVELOPMENT


10

THE RICHARDSON DESIGN PARTNERSHIP


UNIQUE HISTORIC FEATURES




EXTERIOR PERSPECTIVE



MASONIC TEMPLE TO THE WEST



609 SHERMAN TO THE NORTH



PARKSIDE BUILDING SOUTH OF EXISTING SITE

The existing site is a lawn-covered dog park, so the project doesn't include any renovation or redevelopment.

As a new construction project, the proposed building relates to the surrounding context through:

- The use of brick as a predominant exterior finish.
- The massing of the building with a base, middle, and top.
- The scale of the building as a steppingstone between the smaller buildings along Sherman Avenue and the high-rise residential Parkside Building.
- The design of the building as a contemporary structure that relates to the primarily modern surrounding architecture.

PROVIDENCE DEVELOPMENT

11

THE RICHARDSON DESIGN PARTNERSHIP

PROJECT OVERVIEW



PROJECT OVERVIEW

PROVIDENCE DEVELOPMENT

12

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THE RICHARDSON DESIGN PARTNERSHIP

PROJECT SUMMARY

PROPOSED HOTEL BUILDING PROJECT: AC HOTELS MARRIOTT

SHERMAN AVE.

6TH STREET

ALLEY

**0.482 ACRE SITE
NO RECORDED EASEMENTS**

SITE PLAN

PROVIDENCE DEVELOPMENT

SITE: 0.482 ACRES

OCCUPANCY AREAS:

- A-2 12,007 SF
- A-3 5,136 SF
- B 906 SF
- R-1 68,263 SF
- S-2 69,118 SF

TOTAL AREA: 155,429 SF

FLOORS:

- 6 ABOVE-GRADE
- 3 BELOW-GRADE

HOTEL ROOMS: 131

PARKING: 130 STALLS

15

THE RICHARDSON DESIGN PARTNERSHIP

DOWNTOWN CORE DESIGN GUIDELINES

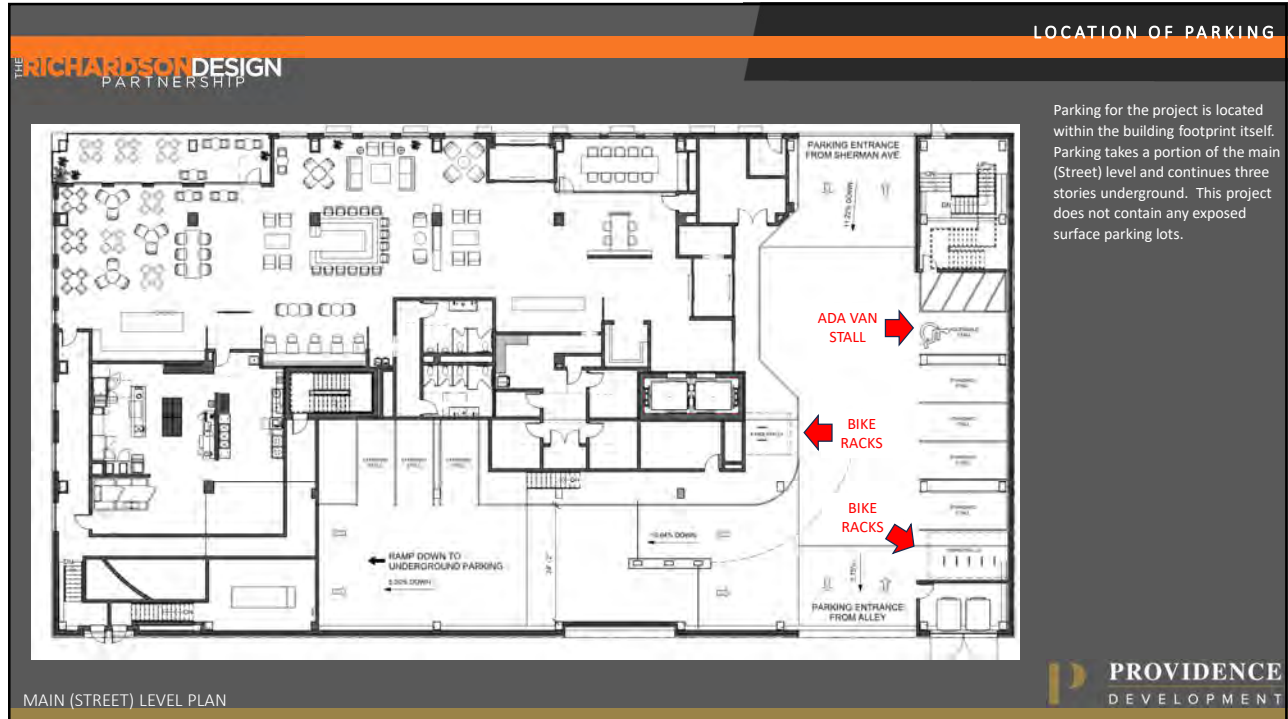
**DESIGN GUIDELINES
DOWNTOWN COEUR D'ALENE**

Cover of Coeur d'Alene Downtown Design Guidelines

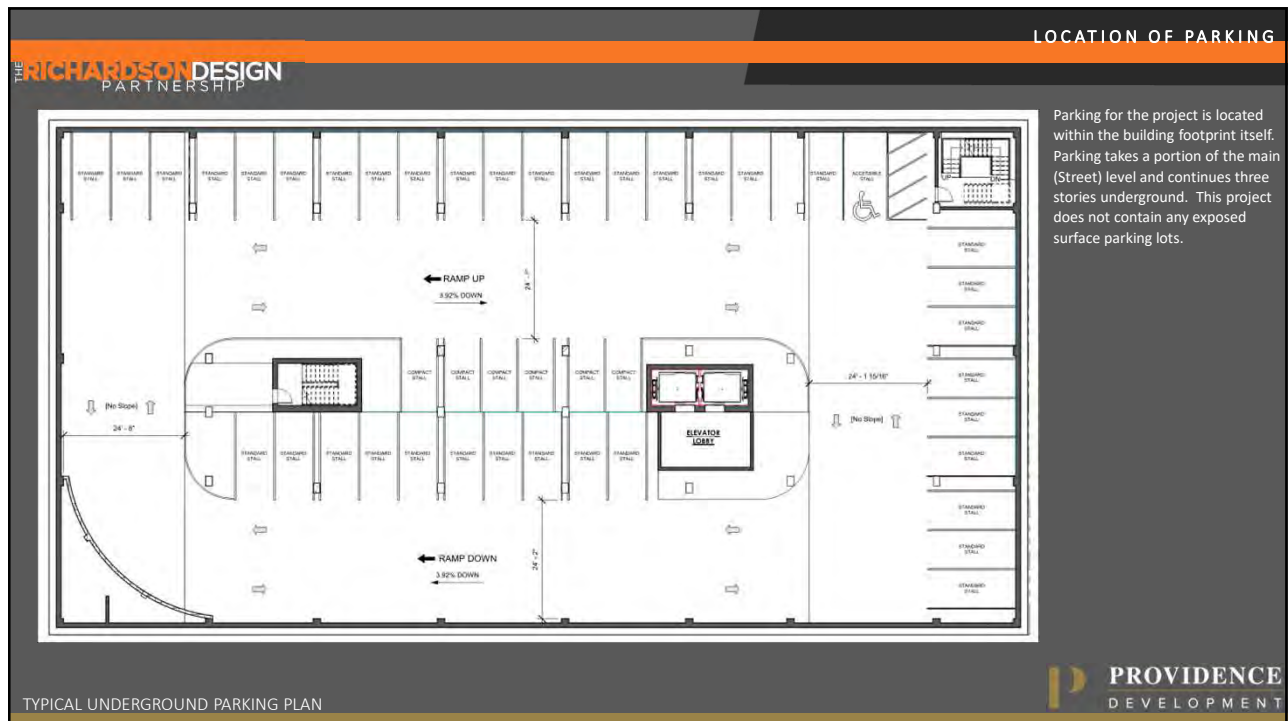
PROVIDENCE DEVELOPMENT

DOWNTOWN CORE DESIGN GUIDELINES

16



17



18

THE RICHARDSON DESIGN PARTNERSHIP

COMPACT STALL **STANDARD STALL** **ACCESSIBLE STALL**

Parking Count	Type
(Accessible) 9' x 18' (8' Aisle)	5
(Compact) 7.5' x 15' - 90 deg	28
(Standard) 8' x 18' - 90 deg	97
Grand total:	130

BICYCLE PARKING SPACE

2 BICYCLE PARKING SPACES FOR FIRST 10 PARKING STALLS, 1 BICYCLE PARKING SPACE FOR EACH ADDITIONAL 10 PARKING STALLS

14 BICYCLE PARKING SPACES REQUIRED

LOCATION OF PARKING

Parking for the project is located within the building footprint itself. Parking takes a portion of the main (Street) level and continues three stories underground. This project does not contain any exposed surface parking lots.

REQUIRED PARKING RATIO

Residential & Hotels

- Min 0.5 stalls per unit
- Max. 2 stalls per unit

PROVIDED PARKING STALLS

- 131 UNITS
- 130 STALLS
- RATIO = 0.99 STALL PER UNIT

PARKING INFORMATION

19

THE RICHARDSON DESIGN PARTNERSHIP

SCREENING OF PARKING LOTS

SHERMAN AVE

6TH STREET

ALLEY

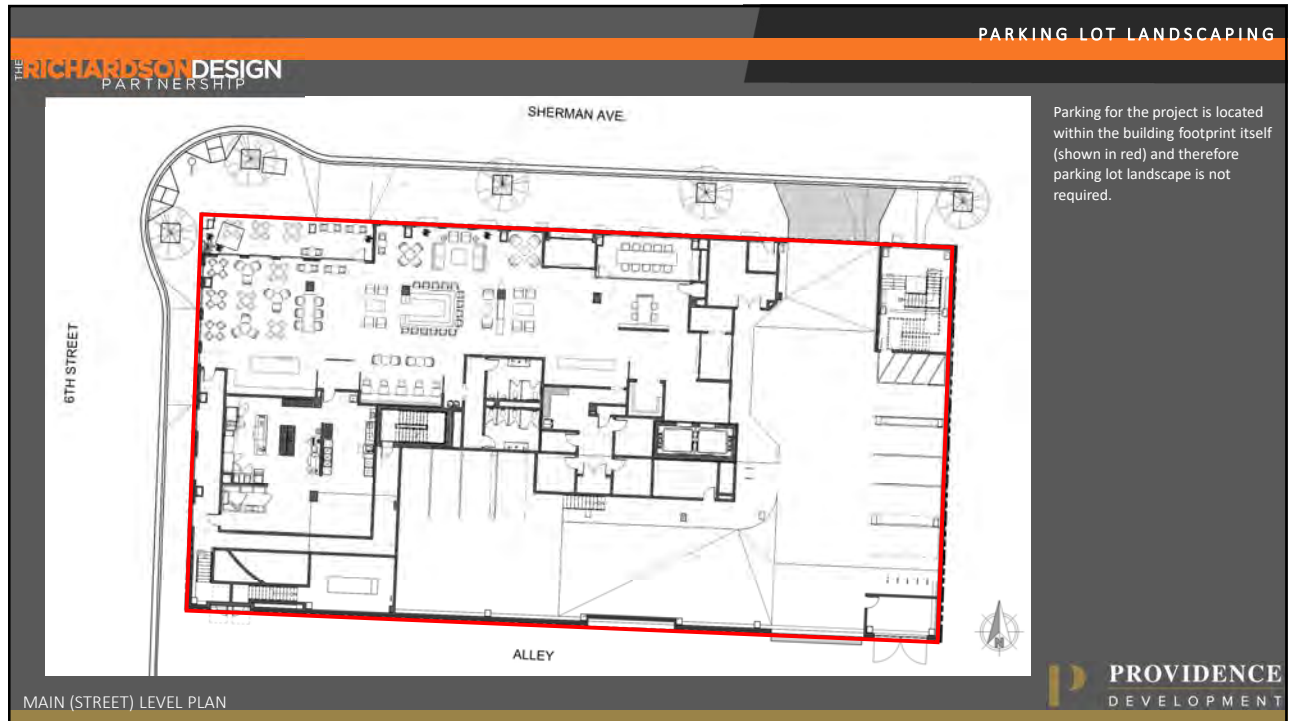
OPEN PORTAL TO PARKING STRUCTURE

OPEN PORTAL TO PARKING STRUCTURE

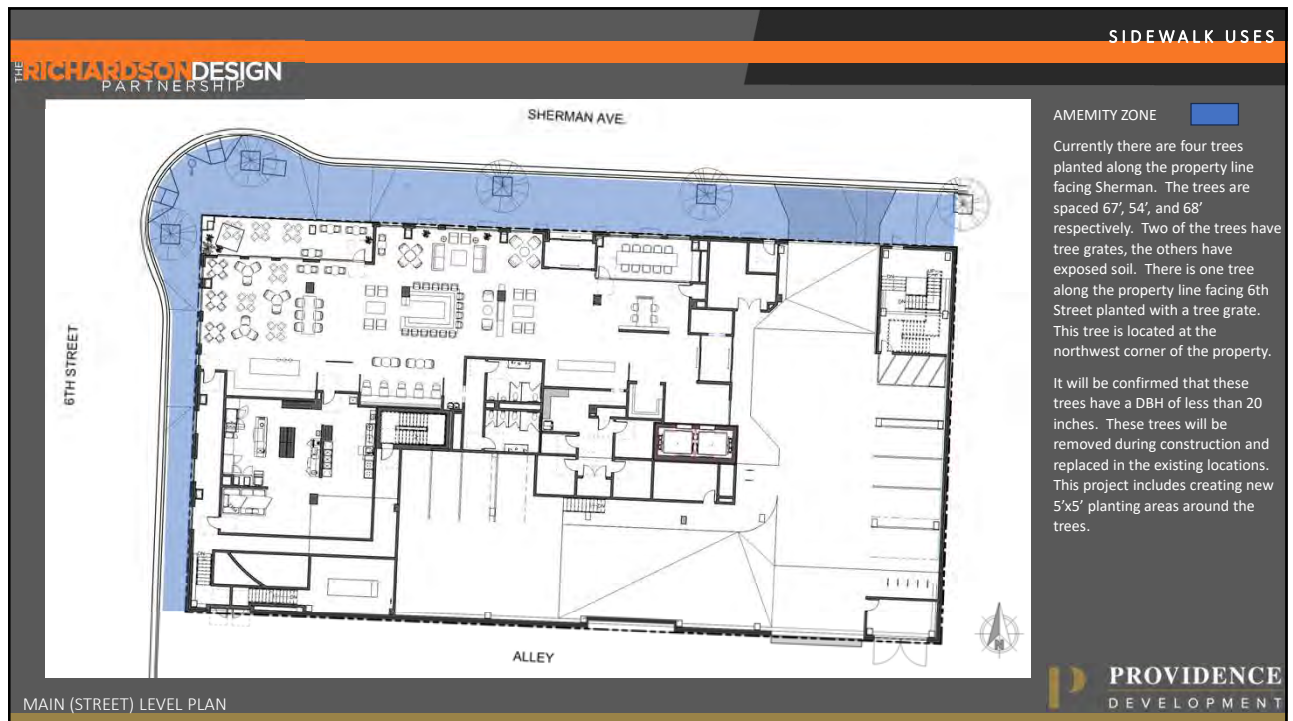
Parking for the project is located within the building footprint itself (shown in red). The only exposed portions of the parking lot are the vehicular entrances off Sherman Avenue and the alley to the south of the property.

MAIN (STREET) LEVEL PLAN

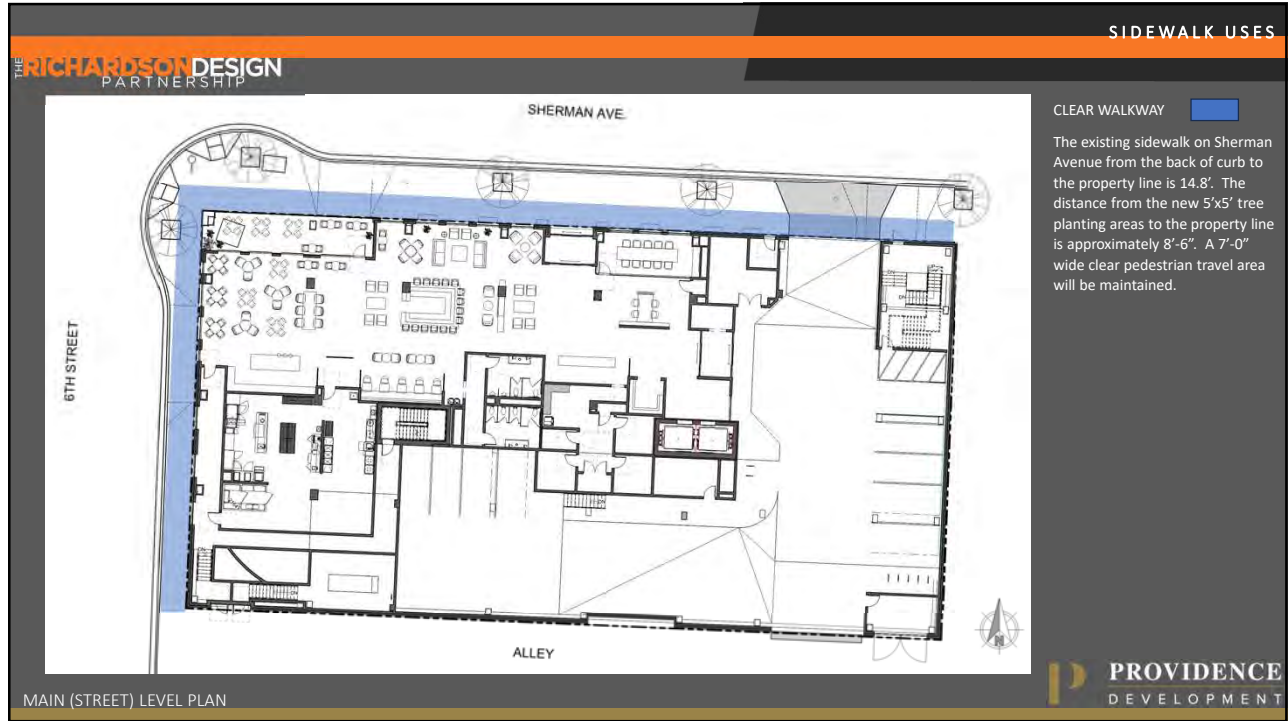
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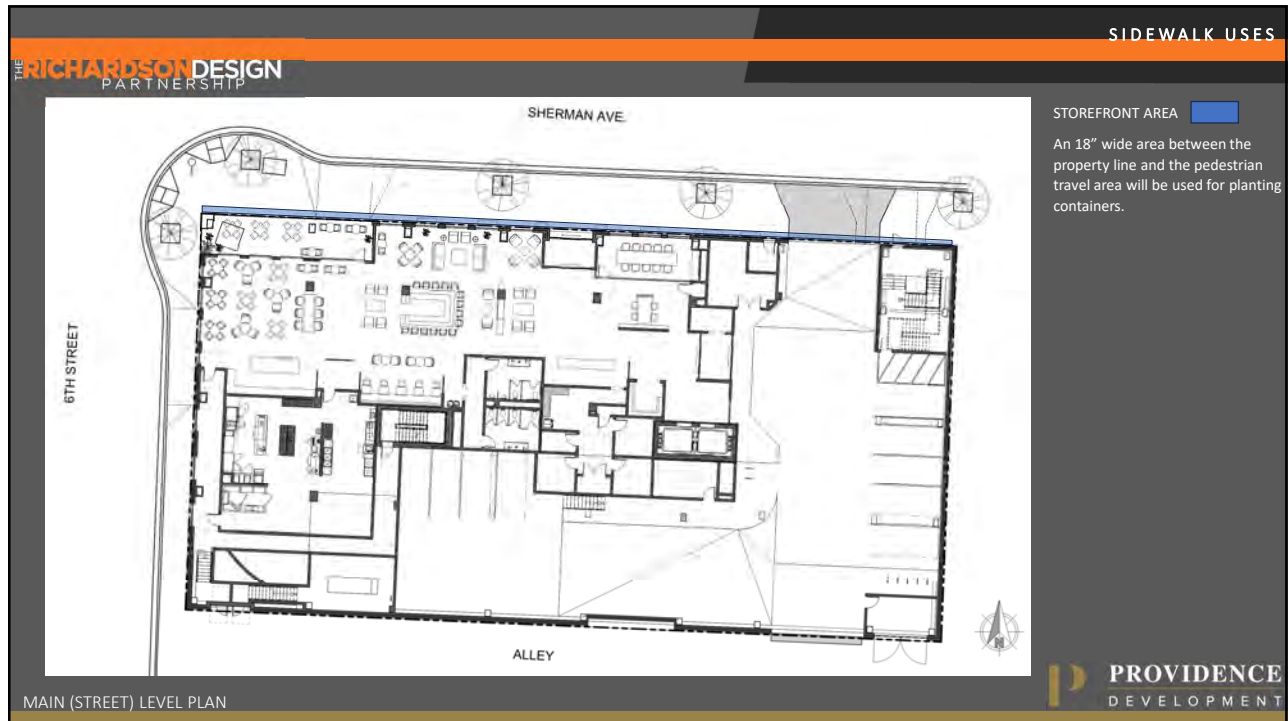
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22



23



24

WIDTH AND SPACING OF CURB CUTS

THE RICHARDSON DESIGN PARTNERSHIP

SHERMAN AVE.

NEW CURB CUT

EXISTING CURB CUT TO BE REMOVED

EXISTING CURB CUT TO BE REMOVED

6TH STREET

EXISTING CURB CUT TO BE REMOVED

ALLEY

MAIN (STREET) LEVEL PLAN

PROVIDENCE DEVELOPMENT

Two curb cuts on Sherman and one curb cut on 6th street currently exist. All three of these existing curb cuts will be removed.

The project only requires one 24' wide curb cut on Sherman.

The sidewalk pattern and material will carry across the driveway.

This project will not be sharing a driveway as it is not feasible.

No Curb cuts are being proposed on the Pedestrian-Oriented 6th Street.

25

SCREENING OF TRASH/SERVICE AREAS

THE RICHARDSON DESIGN PARTNERSHIP

SHERMAN AVE.

6TH STREET

ALLEY

TRASH AREA

MAIN (STREET) LEVEL PLAN

PROVIDENCE DEVELOPMENT

The trash area is located within the building footprint, off the alley on the southeast corner of the property.

The trash area will be screened from view on all sides. The two sides and rear of the enclosure will match the exterior brick material. At the front of the enclosure will be an opaque decorative architectural gate.

Loading and service areas do not face any residential areas. Loading and service areas are located within the parking garage.

26

THE RICHARDSON DESIGN PARTNERSHIP

LIGHTING INTENSITY



BUILDING LIGHTING

The majority of the exterior building lighting will be recessed lights in the roof canopies at the ground floor level to provide light to pedestrians, at the guestroom balcony roofs to provide light to the guests, and at the upper roof deck to highlight the building corner. Also, an accent strip of soffit lighting is fully-shielded by the roof overhang.

Fully-shielded wall sconces will be added on either side of the main entry doors to highlight the entry.



PROPOSED WALL SCONCE

PROVIDENCE DEVELOPMENT

EXTERIOR RENDERING AT DUSK

27

THE RICHARDSON DESIGN PARTNERSHIP

LIGHTING INTENSITY



STREET LIGHTING

There is one existing single-arm tall streetlight at the corner of Sherman and 6th Street that will remain.

There are two existing post streetlights along Sherman Avenue. One light will remain in its current location, and the other will be shifted to allow for the new curb cut into the parking structure.

There are no existing streetlights along 6th Street.



EXISTING POST STREETLIGHT

PROVIDENCE DEVELOPMENT

MAIN (STREET) LEVEL PLAN

28

THE RICHARDSON DESIGN PARTNERSHIP

GATEWAYS

The Corner of Sherman and 6th Street is not classified as a "Gateway" intersection in the Downtown Design Guidelines.

An existing public art installation exists on the southeast corner of Sherman and 6th Street.

PROVIDENCE DEVELOPMENT

STREET PLAN

29

THE RICHARDSON DESIGN PARTNERSHIP

MAXIMUM SETBACK

The street level façade along the Pedestrian-Oriented 6th Street is set up to the back of the sidewalk along the property line.

A portion of the project on the corner of Sherman and 6th Street has a dining patio for the use of hotel guests but it has a base structure that extends out to the sidewalk.


PROVIDENCE DEVELOPMENT

MAIN (STREET) LEVEL PLAN

30

ORIENTATION TO THE STREET

THE RICHARDSON DESIGN PARTNERSHIP



MAIN ENTRANCE OUTDOOR PATIO

NORTH ELEVATION (SHERMAN AVE.)

PROVIDENCE DEVELOPMENT

The proposed building is oriented to Sherman Avenue.

The building façade along Sherman incorporates numerous windows as well as an entrance canopy and signage. The façade along 6th Street incorporates windows.

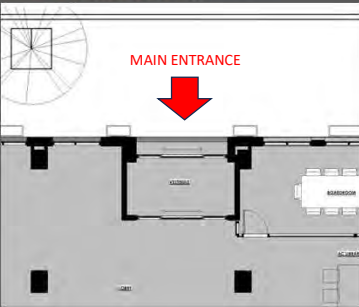
The primary building entrance faces Sherman and is centered in the building façade.

An outdoor patio at the ground level activates the street corner at Sherman Avenue and 6th Street.


31

ENTRANCES


THE RICHARDSON DESIGN PARTNERSHIP



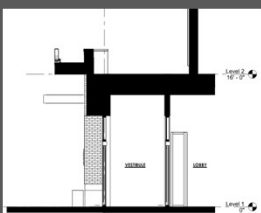
MAIN ENTRANCE FLOOR PLAN



MAIN ENTRANCE PERSPECTIVE VIEW



MAIN ENTRANCE ELEVATION (SHERMAN AVE.)



MAIN ENTRANCE SECTION

PROVIDENCE DEVELOPMENT

The main building entrance is centered on the façade along Sherman Avenue and welcomes pedestrians with an overhanging canopy as well as a recess in the main building wall.

Both the canopy and the recess provide added weather protection for pedestrians.

These features, along with clear signage, help identify this visually prominent entrance.

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THE RICHARDSON DESIGN PARTNERSHIP

MASSING

WOOD SIDING METAL PANEL LIGHT BRICK TYP. WINDOW STOREFRONT GLAZING WOOD SIDING OPEN DECK CANOPY DARK BRICK WOOD SIDING CANOPY STOREFRONT GLAZING CANOPY CONCRETE BASE

TOP MIDDLE BASE

TOP

The top section of the building is distinguished by overhanging roofs, an open roof deck with trellis, and additional windows. The main material is a dark metal panel, with vertical wood siding.

MIDDLE

The middle section of the building has a regular pattern of guestroom windows surrounded by dark and light color brick veneer. Also, there are some dark metal panels and vertical wood siding to connect the base to the top.

BASE

The base of the building features a large amount of storefront glazing and canopies to define the ground level. The finish is mainly a dark grey brick veneer accented with horizontal wood siding with a decorative concrete plinth.

NORTH ELEVATION (SHERMAN AVE.)

PROVIDENCE DEVELOPMENT

33

THE RICHARDSON DESIGN PARTNERSHIP

WEATHER PROTECTION

6TH STREET CANOPY SECTION

MAIN ENTRANCE PERSPECTIVE VIEW

The building is designed with 5-foot-deep canopies around nearly the entire length of the Sherman Avenue and 6th Street façades for weather protection.

The exception is at the main entry, which has a shorter canopy at 3.5 feet in depth. However, a recessed entry provides additional protection. This canopy is also 16 feet high, to accentuate the entrance to the building.

The main canopies maintain a consistent level height around the building, but due to the sloping grades, the height of the canopy varies. The minimum height above grade is approximately 10 feet.

The canopy will have a metal frame finish, with a wood plank soffit. These canopies will also have recessed downlights to provide lighting under the opaque covering.

SHERMAN AVENUE CANOPY SECTION

MAIN ENTRANCE CANOPY SECTION

PROVIDENCE DEVELOPMENT

34

THE RICHARDSON DESIGN PARTNERSHIP

WEATHER PROTECTION

12' HEIGHT (MAX)
8' HEIGHT (MIN)

HEIGHT OF CANOPY ABOVE GRADE: 9'-11"

HEIGHT RESTRICTION
ROOF BEAMS: 12'-7 1/2"

LEVEL 6: 59'-10 1/8"

LEVEL 5: 48'-8 3/4"

LEVEL 4: 37'-9 3/8"

LEVEL 3: 27'-0"

LEVEL 2: 16'-0"

LEVEL 1: 0"

HEIGHT OF CANOPY ABOVE GRADE: 14'-11"

SHERMAN AVENUE FACADE

DESIGN DEPARTURE

Starting near the northeast corner of our project, along Sherman Avenue, the canopy height starts at 9 feet 11 inches above the sidewalk, well within the design guideline range. To maintain clearance for any pedestrian and vehicular safety signage that will need to be suspended from the canopy above the parking garage entrance, the height of 9 feet 11 inches established. As the canopy extends west along Sherman Avenue, the sidewalk slopes down at an average of 2.8%. Due to this slope, the height of the canopy increases to 14 feet 11 inches at the northwest corner of the project, which is 2 feet 11 inches above the maximum allowable height in the guideline.

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THE RICHARDSON DESIGN PARTNERSHIP

WEATHER PROTECTION

12' HEIGHT (MAX)
8' HEIGHT (MIN)

HEIGHT OF CANOPY ABOVE GRADE: 14'-11"

HEIGHT RESTRICTION
ROOF BEAMS: 12'-7 1/2"

LEVEL 6: 59'-10 1/8"

LEVEL 5: 48'-8 3/4"

LEVEL 4: 37'-9 3/8"

LEVEL 3: 27'-0"

LEVEL 2: 16'-0"

LEVEL 1: 0"


HEIGHT OF CANOPY ABOVE GRADE: 17'-10"

6th Street Facade

DESIGN DEPARTURE

1. The canopy as designed meets the intent of the design guideline by providing pedestrians with cover from rainfall and snow.
2. The canopy as designed remains horizontal along the facade and does not change height (except at the hotel's main entrance), aesthetically it does not have a detrimental effect on nearby properties or the city as a whole.
3. The canopy as design covers 94% of the façade along Sherman Avenue and 81% of the façade along 6th Street. The Design Guidelines do not dictate how much of the façade needs to be covered with Canopy. With over 85% of the Sherman and 6th Street facades covered with canopy, this project offers a significant improvement over what otherwise could have been built under minimum standards and guidelines.
4. The Canopy as designed fits aesthetically with the whole of the building. The strong horizontal plane of the canopy helps define the base of the building which is an important aspect of the design guidelines.
5. If the canopy were to step down with the grade along Sherman Avenue and 6th Street to maintain the maximum and minimum height requirement of the guidelines, the canopy would eventually intersect the exterior windows of the project on the main level and would adversely affect the interior daylight experience from individuals inside the project. From the exterior, the stepping down of the canopy along the slope of the sidewalk would adversely affect the aesthetic quality of the architecture.

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WEATHER PROTECTION

THE RICHARDSON DESIGN PARTNERSHIP

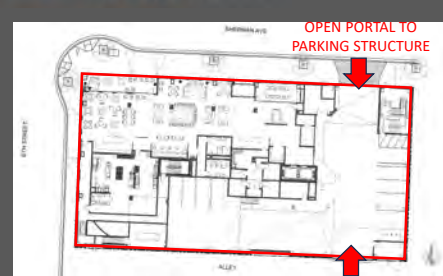
DESIGN DEPARTURE (cont'd)

6. This project is consistent with the comprehensive plan in the following ways:

- a. It satisfies the comprehensive plan's desire for hospitality uses to help bolster Coeur d'Alene as a tourist destination and Maintain the community's friendly, welcoming atmosphere and its smalltown feel.
- b. Coeur d'Alene recognizes and celebrates its historical and cultural roots, relationship with the Coeur d'Alene Tribe, both past and present, and its connections with the natural environment. Coeur d'Alene's identity as the cultural center of North Idaho creates opportunities for social connections through a wide variety of events, activities, and public places for community members to gather year-round. This project will facilitate such gatherings as a hospitality destination.
- c. This project will help Maintain a high quality of life for residents and businesses that make Coeur d'Alene a great place to live and visit.
- d. It provides for nightlife activities in the form of an upscale bar and outdoor patio located on the top floor of the hotel that commands impressive view of the city and the lake, not only for the hotel guests, but for the residents of Coeur d' Alene
- e. Its structured parking provides parking capacity for this project while keeping the walkable feel of the streets.

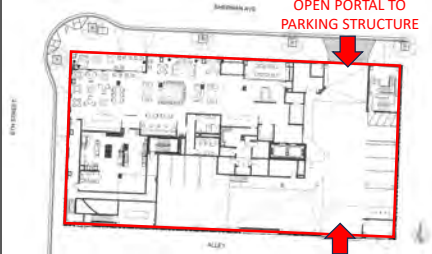
PROVIDENCE DEVELOPMENT

37




SCREENING OF PARKING STRUCTURES

THE RICHARDSON DESIGN PARTNERSHIP




OPEN PORTAL TO PARKING STRUCTURE

MAIN (STREET) LEVEL PLAN



PARKING AREA

EAST ELEVATION (ADJ. PROPERTY PARKING)



PARKING AREA

PARKING ACCESS

SOUTH ELEVATION (ALLEY)

The Parking Structure is incorporated into the main hotel building, within the building footprint (shown in red), with a portion of the Main Floor (ground level) allocated to parking, as well as three underground levels. There isn't a separate parking structure to be screened.

The Main Floor parking is integrated into the "plinth" on the non-street-facing façades.

PROVIDENCE DEVELOPMENT

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ROOF EDGE

THE RICHARDSON DESIGN PARTNERSHIP



TYP. ROOF SECTION



EXTERIOR PERSPECTIVE

PROVIDENCE DEVELOPMENT

The building design doesn't include any pitched roofs.


The typical roofline of the building includes a 3-foot overhanging cornice to create a prominent edge against the sky. At recessed wall locations, this overhang extends 5.5 feet past the wall face, creating an even more dramatic cornice.

Additionally, the building features accent tower elements of varying heights and a roof deck with a large trellis to add increased interest at the roof edge.


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SCREENING OF ROOFTOP MECH. EQUIPMENT

THE RICHARDSON DESIGN PARTNERSHIP



PARTIAL NORTH ELEVATION (SHERMAN AVE.)



EXTERIOR PERSPECTIVE

PROVIDENCE DEVELOPMENT

The proposed building is designed with extended parapets to screen a majority of the rooftop equipment.

The rooftop mechanical equipment that extends above the main parapet and the Elevator Penthouse, which will be surrounded by a framed wall and finished in the same dark metal panels as part of the main building façade. The Stair over-run will be clad in the wood siding.

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INTEGRATION OF SIGNS WITH ARCHITECTURE

THE RICHARDSON DESIGN PARTNERSHIP

BUILDING SIGNAGE (CHANNEL LETTERS)

BUILDING SIGNAGE

CHANNEL LETTERS SIGNAGE

MAIN ENTRANCE PLACARD SIGNAGE

EAST ELEVATION (ADJ. PROPERTY PARKING)

NORTH ELEVATION (SHERMAN AVE.)

The two main building signs are placed on the vertical-wood-plank finished vertical towers of the building for wayfinding of automobile traffic, in lieu of pylon signs. These signs are 188 SF and 36 SF, respectively.

Additionally, channel letter signs are located above the ground floor canopies to designate the main entrance and the parking entrances. These signs are 42 SF for the main entrance and 14 SF (each) for the two parking entrances.

Lastly, there are two placard signs on either side of the main entrance doors for pedestrian wayfinding. These two signs are 4 SF each.

The total building signage area is 302 SF, which is less than the maximum 603 SF allowed based on the frontage.

PROVIDENCE DEVELOPMENT

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CREATIVITY/INDIVIDUALITY OF SIGNS

THE RICHARDSON DESIGN PARTNERSHIP

EAST SIGN – CHANNEL LETTERS

NORTH SIGN

PLACARD SIGN

CHANNEL LETTER SIGN AT ENTRY CANOPY

CHANNEL LETTER SIGN AT PARKING

The signage for the building was selected from the Brand's standard signage options. Their designs are highly graphic for brand identity, but also offer a variety of installations and styles including typical wall signs, channel letter wall signs, freestanding channel letter entry signs, as well as smaller pedestrian-oriented placard signs at the entry doors.

The freestanding channel letter sign at the entry canopy is supported by brackets and directs pedestrians to the building entry.

EXTERIOR BUILDING SIGNAGE

PROVIDENCE DEVELOPMENT

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DESIGN REVIEW PRESENTATION

THE RICHARDSON DESIGN PARTNERSHIP

APPENDIX

PROVIDENCE DEVELOPMENT

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VISION TRIANGLE

THE RICHARDSON DESIGN PARTNERSHIP

VISION TRIANGLE FLOOR PLAN DIAGRAM

The required vision triangle at the corner of 6th Street and Sherman Avenue is accommodated by joggling the elevated outdoor patio, railing, and column surround at the corner of the proposed building. This vision triangle will provide visibility of pedestrians and other cars at this corner.

PROVIDENCE DEVELOPMENT

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MATERIALS SAMPLE BOARD

THE RICHARDSON DESIGN PARTNERSHIP

VERTICAL METAL PANEL - VARIED WIDTHS
COLOR - TITANIUM BLACK OR SIM.

HORIZONTAL SIDING/ SOFFIT - WOOD APPEARANCE
COLOR: TEAK OR SIM.

TRELLIS - METAL
COLOR: FIRESTONE MATTE BLACK OR SIM.

METAL FLASHING & FASCIA - FIRESTONE MATTE BLACK OR SIM.

COMPOSITE PANEL WALL
COLOR: DARK GRAY BLEND

BRICK WALL
COLOR: LIGHT GRAY BLEND

EXTERIOR WALL BASE - CONCRETE FINISH

STOREFRONT/ WINDOW MULLION
COLOR - ANODIZED BLACK OR SIM.

PROVIDENCE DEVELOPMENT

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FAR LEGEND

■ Floor Area

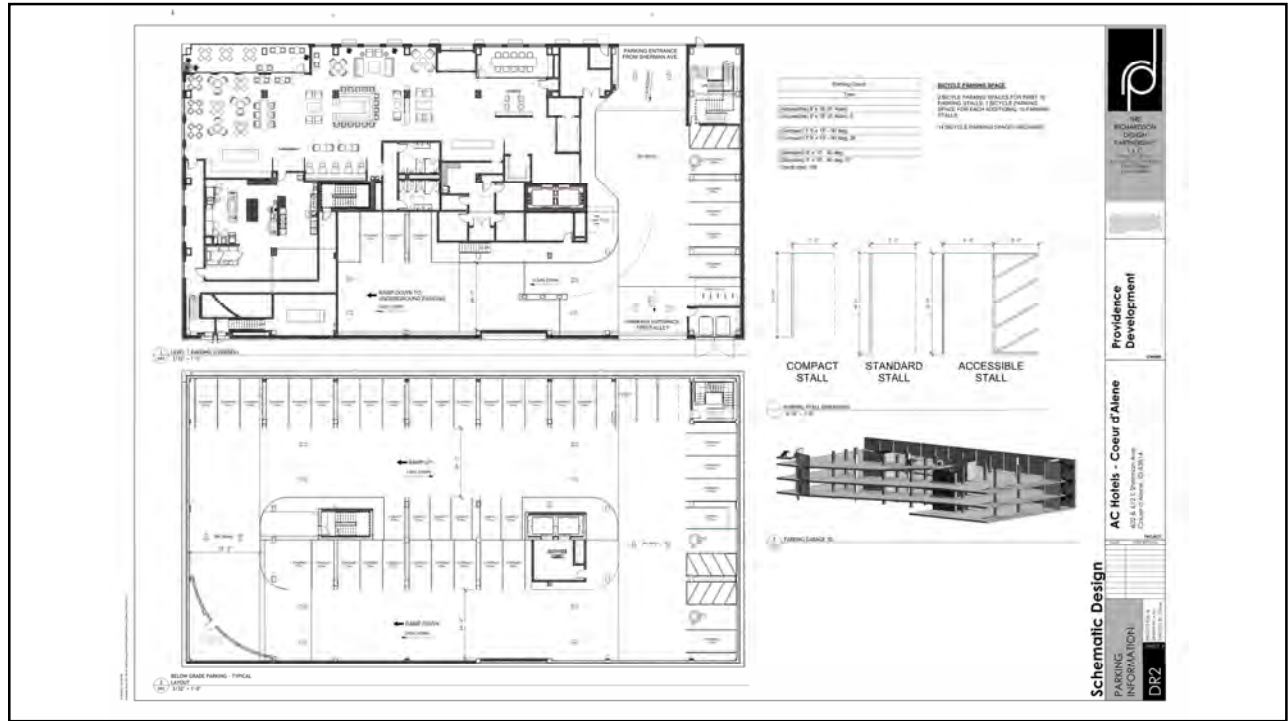
Area Schedule (SQ FT)	
Level	Floor Area
LEVEL 1, 1,000	1,000 SF
LEVEL 2, 1,000	1,000 SF
LEVEL 3, 1,000	1,000 SF
LEVEL 4, 1,000	1,000 SF
LEVEL 5, 1,000	1,000 SF
LEVEL 6, 1,000	1,000 SF
TOTAL	6,000 SF

Plan Area Ratio:
 Max. Allowable Floor Area Ratio: 4.0
 Floor Area: 24,000 SF
 FAR: 4.0 (24,000 SF / 6,000 SF) = 4.0
 FAR Allowed: 4.0 (24,000 SF) = 4.0
 FAR Excess: 0.0 (0 SF)

Schematic Design
 FLOOR AREA RATIO
 DRI

AC Hotels - Coeur d'Alene
 PROVIDENCE DEVELOPMENT
 THE RICHARDSON DESIGN PARTNERSHIP, LLC

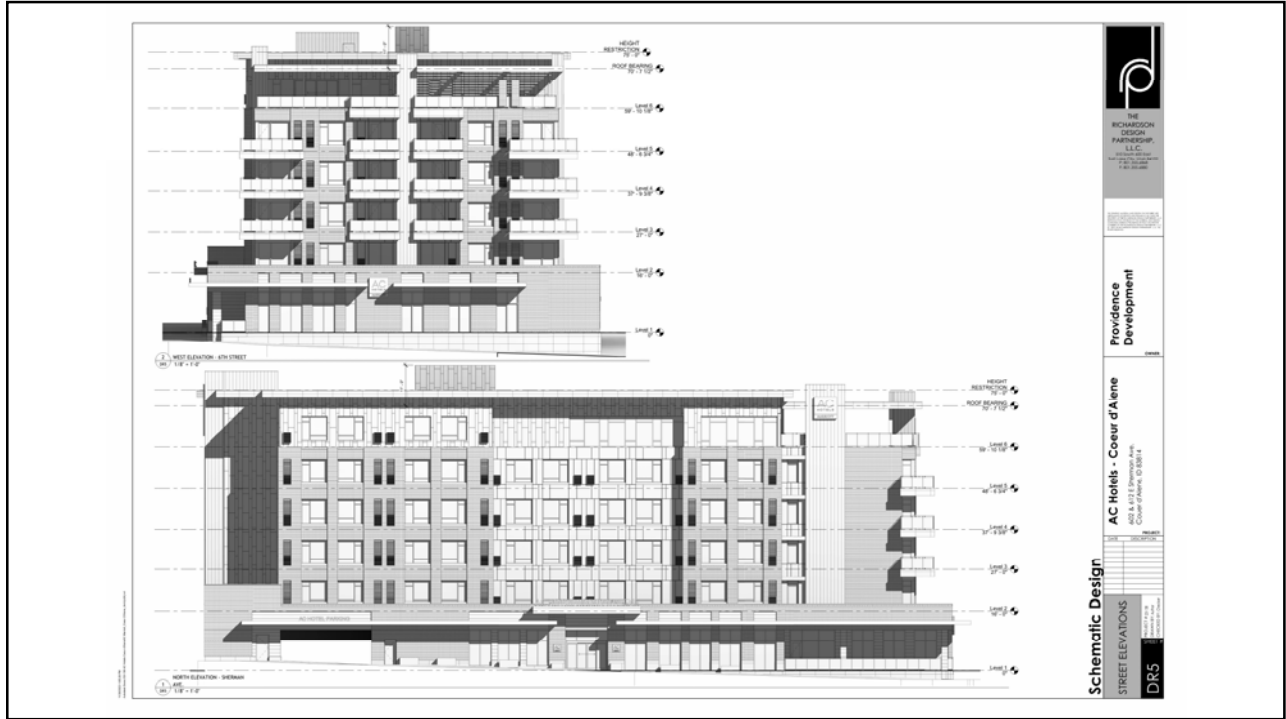
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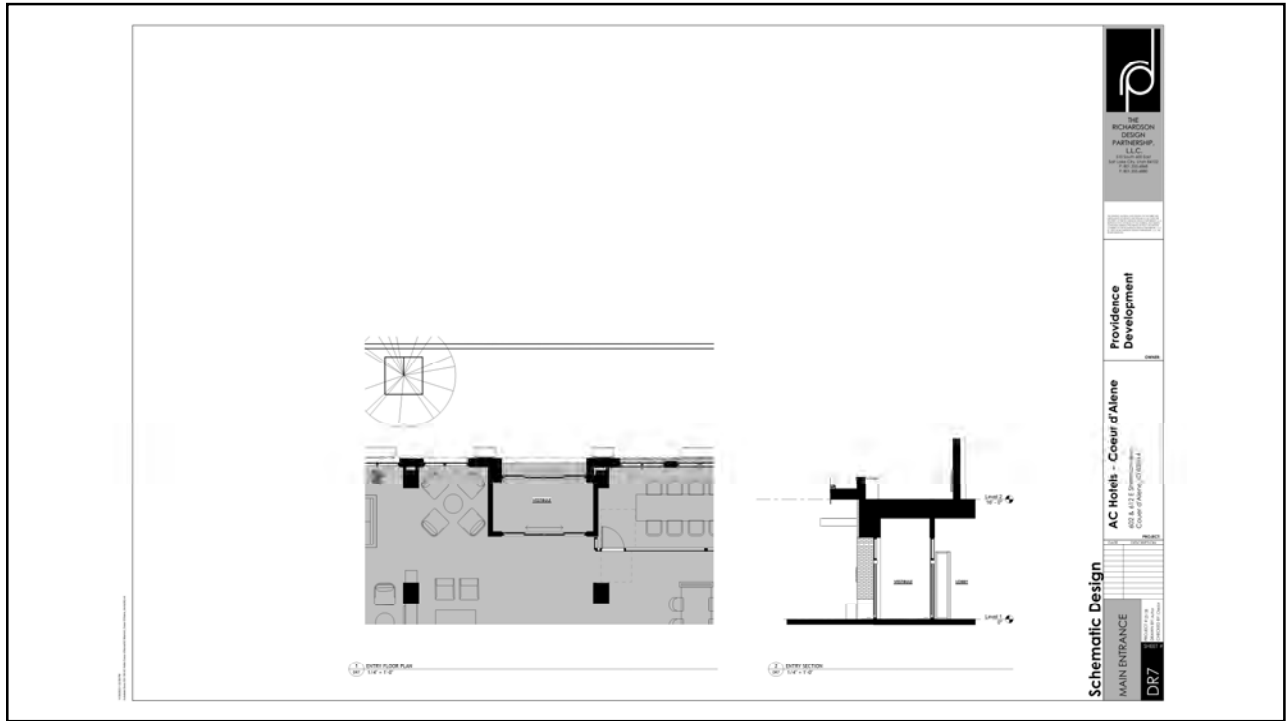
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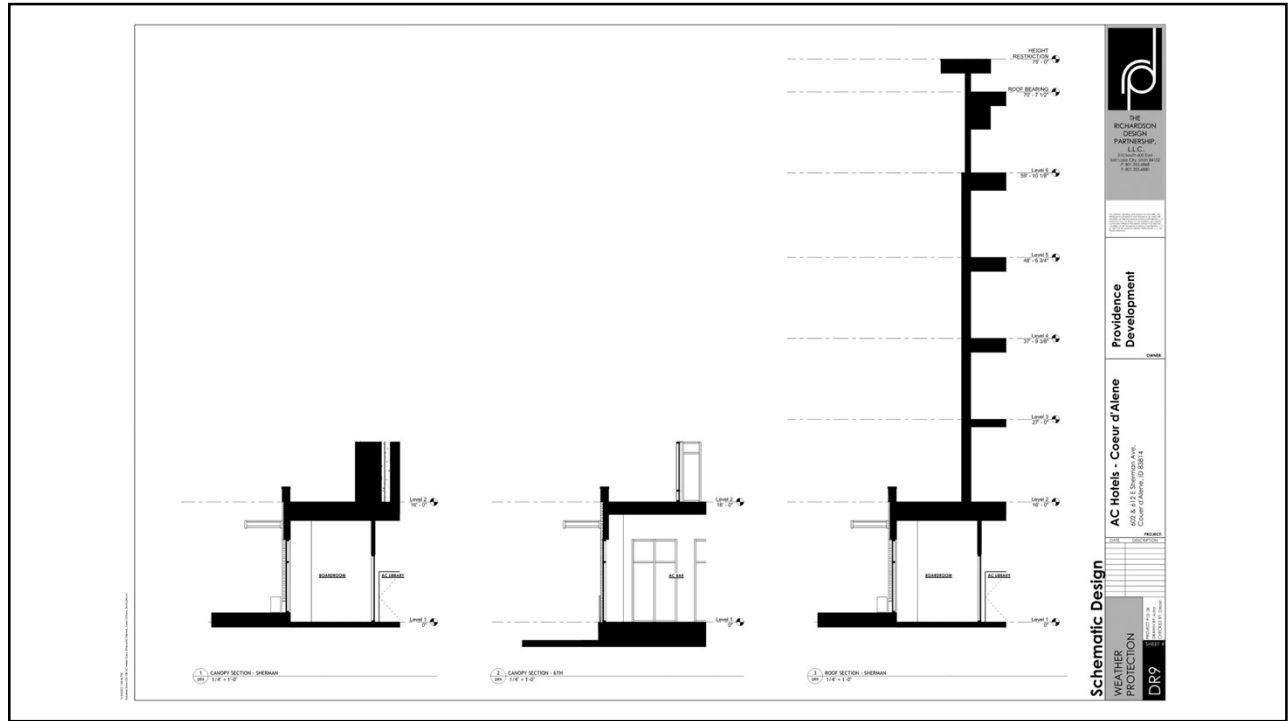
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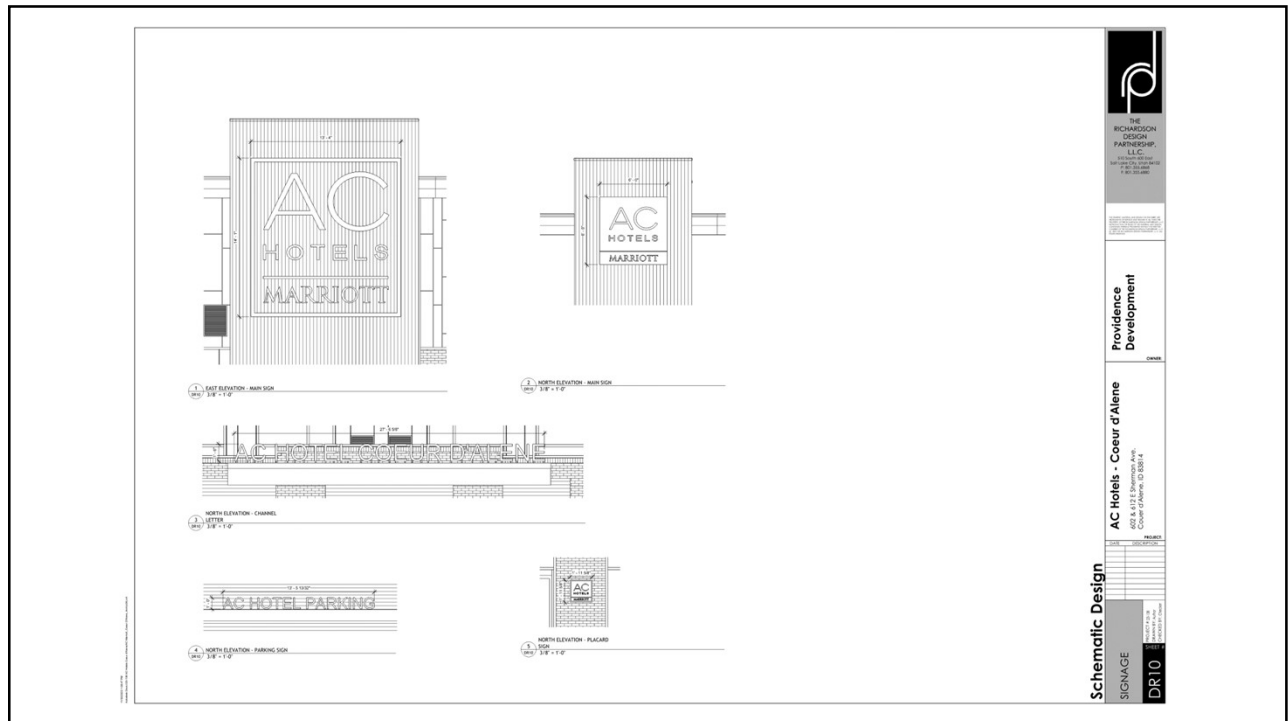
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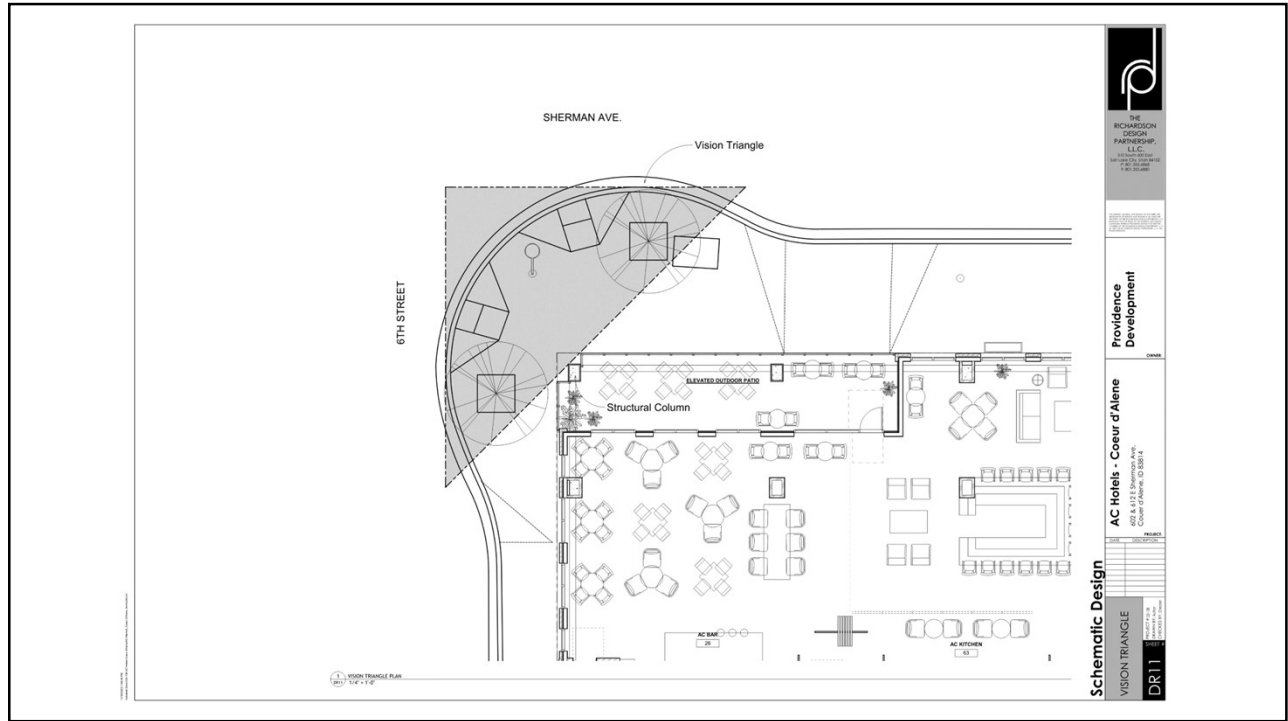
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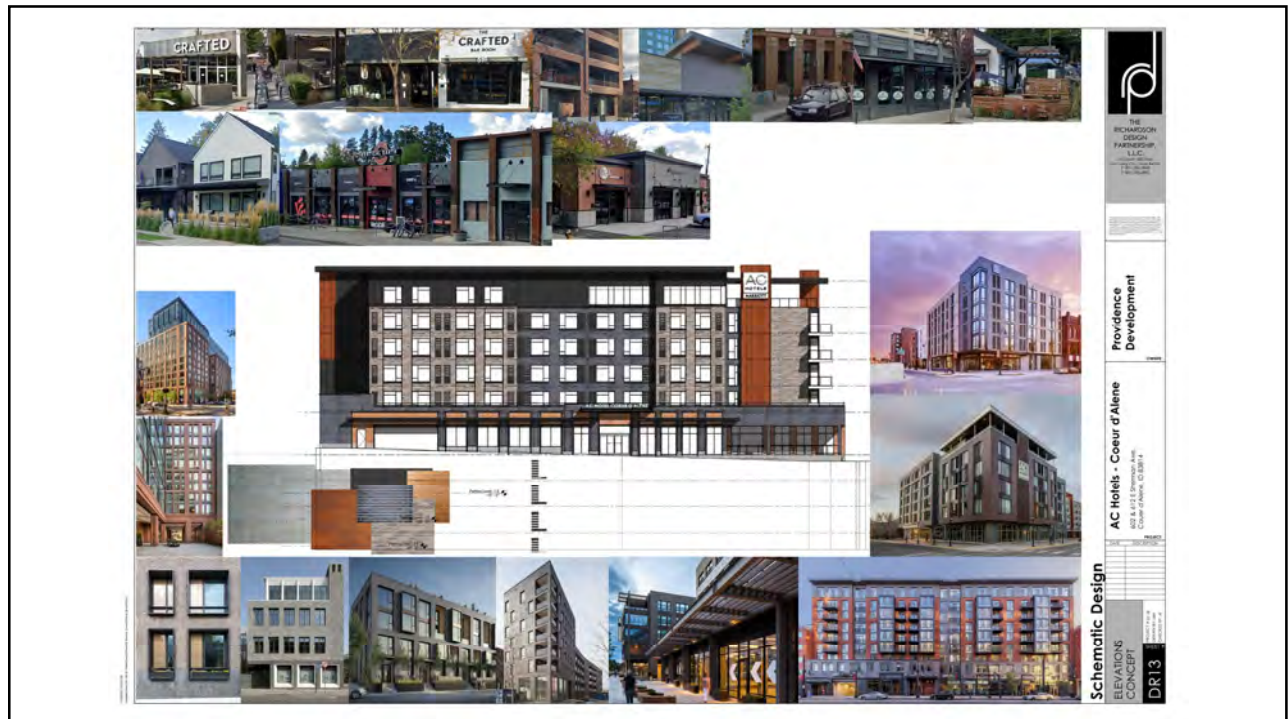
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**STAFF REPORT
CITY COUNCIL**

DATE: April 16, 2024
FROM: Troy Tymesen, City Administrator
SUBJECT: Exchange of Soils with ignite cda

DECISION POINT: Should Council approve the transfer of structural fill material from City property on Atlas Road north of and adjacent to interstate 90 to ignite cda in exchange for unsuitable soils from the Atlas Mill site (“Mt. Hink”) for the purpose of facilitating construction activities at the Atlas Mill site and the construction of a stormwater infiltration pond as part of the Idaho Transportation Department’s I-90 expansion project?

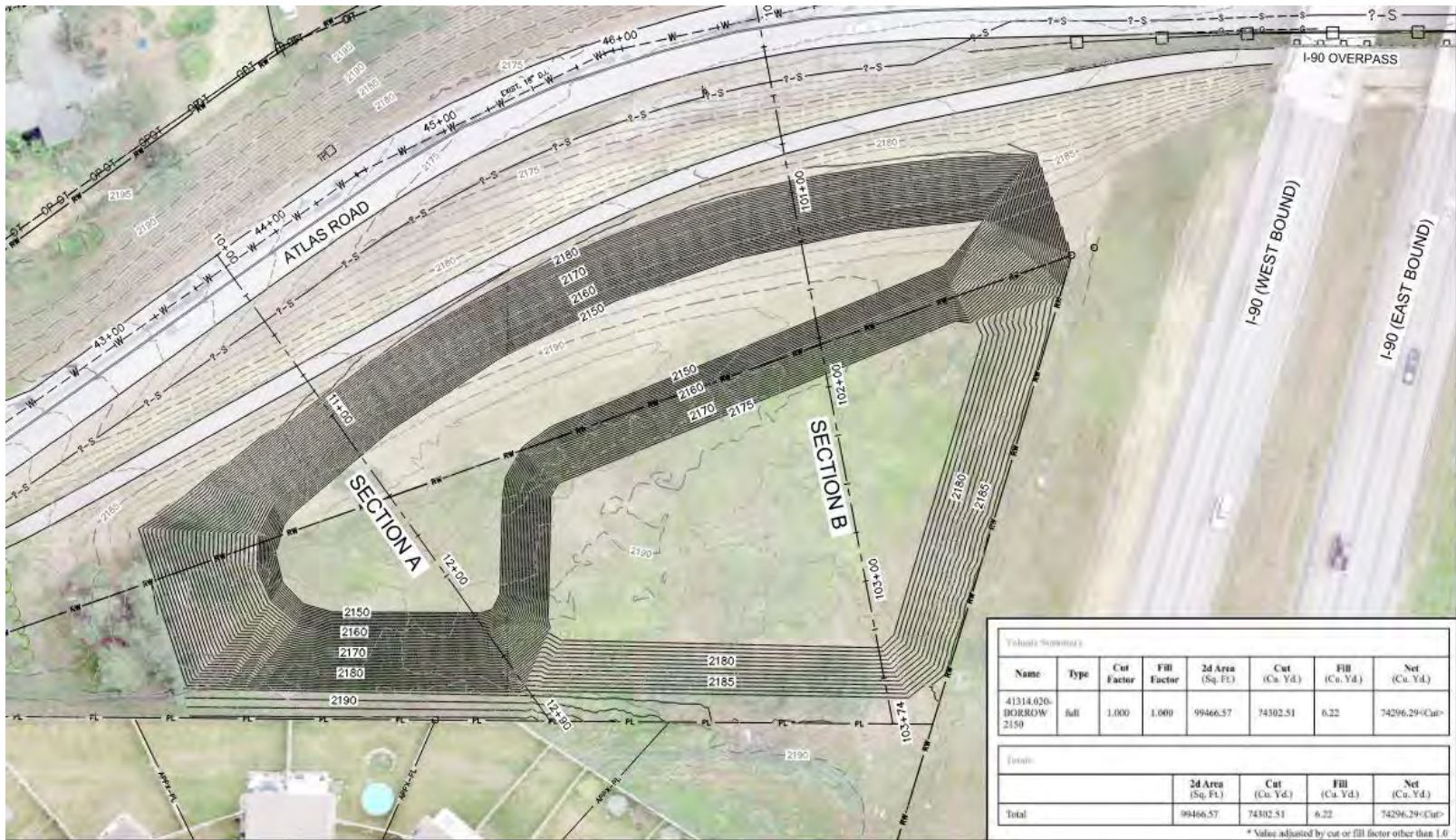
HISTORY: The Idaho Transportation Department (“ITD”) previously transferred a parcel of property on Atlas Road north of and adjacent to Interstate 90 (the “Property”) to the City for a possible well site for the City’s Water Department. After a test well was drilled, the Water Department determined that the Property was not viable for a groundwater well. ITD then approached the City and requested that the City transfer the Property back to the State for use as a stormwater infiltration pond as part of its I-90 expansion project. Discussions were held between ignite cda, ITD, and the City, after which ignite cda requested to use approximately 75,000 cubic yards of structural fill from the Property for filling the Atlas Phase 3 excavation which resulted from the hauling of unsuitable “Mt. Hink” material to the Ramsey Road pit. In exchange for the structural fill, ignite cda will back haul approximately 60,000 cubic yards of structurally unsuitable “Mt. Hink” soils to the Property. The “Mt. Hink” soil is suitable for a stormwater infiltration pond and ignite will finish grade the swale site to ITD’s desired configuration. The City will then transfer the property back to ITD prior to October 4, 2024. The City Streets and Engineering Department has determined that the construction of the stormwater infiltration pond and transfer of the Property to ITD will not impact the future Atlas Road expansion.

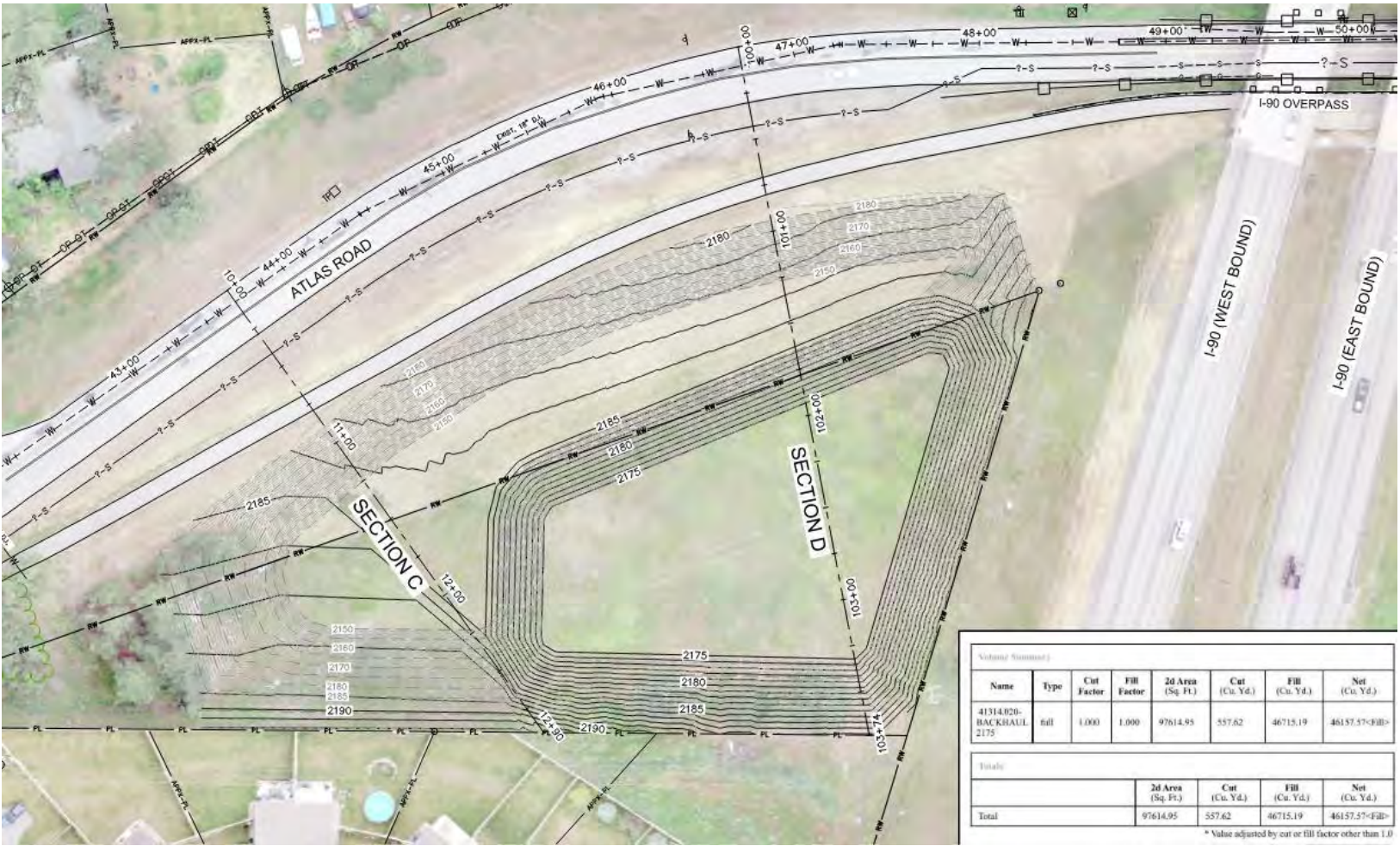
FINANCIAL ANALYSIS: ignite will pay for the transport of the soils. There will be no financial cost to the City.

PERFORMANCE ANALYSIS: Without a well, the City has no use for the Atlas Road Property. However, the soils on that property will benefit the sale and development of a portion of the Atlas Mill site. In addition, soil unsuitable as structural fill (from Mt. Hink) will be back hauled to the City Property as it is suitable for construction of a stormwater infiltration pond. After construction of the pond, the Property will be deeded to ITD for use in its I-90 expansion project. All three parties, ignite, ITD, and the City, will benefit from this exchange.

DECISION POINT/RECOMMENDATION: Counsel should approve the transfer of structural fill material from City property on Atlas Road north of and adjacent to interstate 90 to ignite cda in exchange for unsuitable soils from the Atlas Mill site (“Mt. Hink”) for the purpose of facilitating construction activities at the Atlas Mill site and the construction of a stormwater infiltration pond as part of the Idaho Transportation Department’s I-90 expansion project.







Volume Summary

Name	Type	Cut Factor	Fill Factor	2d Area (Sq. Ft.)	Cut (Cu. Yd.)	Fill (Cu. Yd.)	Net (Cu. Yd.)
41314.026-BACKHAUL 2175	fill	1.000	1.000	97614.95	557.62	46715.19	46157.57<Fill>

Totals

	2d Area (Sq. Ft.)	Cut (Cu. Yd.)	Fill (Cu. Yd.)	Net (Cu. Yd.)
Total	97614.95	557.62	46715.19	46157.57<Fill>

* Value adjusted by cut or fill factor other than 1.0





February 8, 2024

To: ignite cda Board, City Council, Planning Commission

From: Tony Berns

Re.: Atlas Project Phase 3 (Mt. Hink) Remediation and Development Costs

A question arose at the recent ignite cda/City Council/Planning Commission workshop re. the funds spent to remediate Phase 3 (Mt. Hink) of the Atlas project site. As was discussed at the workshop, the original Atlas project master plan called for leaving the Phase 3 area of the site in some form of a natural state since the financial projections did not forecast sufficient project funding to remediate this community eyesore. However, due to favorable real estate market conditions realized over the past few years, the acknowledgement that there is limited available developable land remaining within the City's limits, and sound financial management by the ignite cda board, ignite cda was able to reconsider the fate of the Phase 3 site and determined that it was economically feasible, and beneficial to the community, to reclaim the Phase 3 site for a much better long-term land use.

As you recall, a partnership was established between the City, ignite cda and the Idaho Transportation Department (ITD) to relocate most of the Phase 3 unsuitable building materials to the ITD pit located on Ramsey Road. This endeavor solved two problems: the removal of unsuitable materials from the Phase 3 site and the remediation of an existing open pit on the ITD site. Removal of the unsuitable materials from the Phase 3 site has allowed ignite cda to craft development plans for the site that will create long-term value for the community.

The following table captures the costs and revenues forecasted for the Phase 3 site. No land cost is included in these calculations since the land cost is deemed to be a sunk cost, i.e. the cost of the land is the same whether Phase 3 was left in a natural underutilized state, or reclaimed for development.

<u>Phase 3 Components: Costs</u>	<u>Phase 3 Dollars</u>
ITD Ramsey Road Haul	\$ (5,569,000)
Phase 3 Onsite Costs	\$ (1,026,000)
<u>Future</u> Phase 3 Development Costs	\$ (3,400,000)
<u>Future</u> Phase 3 Earthwork Costs	\$ (1,250,000)
Forecasted Total Phase 3 Spending	\$ (11,245,000)
<u>Phase 3 Components: Revenues (Market Rate Development)</u>	
Phase 3 Land Sale Revenue	\$ 8,300,000
Total Value of Phase 3 Increment, 2026-2038	\$ 4,320,000
Forecasted Total Phase 3 Revenue	\$ 12,620,000
Forecasted Phase 3 Total Net Revenue	\$ 1,375,000

As you can see in the table, the long-term economics from a market rate development strategy result in a favorable return on the remediation investment through the 2038 Atlas District life span. Even though the Atlas District terminates in 2038, the returns to the taxing districts from the Phase 3 development will continue for many years beyond 2038. A private sector developer most likely would not have undertaken the costs and challenges of this Phase 3 remediation effort. However, a public sector entity like ignite cda can look to both the long-term qualitative and quantitative benefits of such a remediation investment.

One question that might arise re. the table above is: “What if the Atlas District was retired sooner than 2038; ignite cda would not realize the forecasted increment?” In that case, the forecasted value creation would still occur, just not realized by ignite cda. Rather, the valuation would be placed on the tax roll and become available for taxing districts to utilize in their budgeting processes.

In summary, the ignite cda board has been prudent and creative in pursuing investment alternatives relative to the Phase 3 site and is on a path to turn a non-value adding community eyesore into a long-term, revenue-generating asset for the City and community.

RESOLUTION NO. 24-031

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING THE TRANSFER OF STRUCTURAL FILL MATERIAL FROM CITY PROPERTY ON ATLAS ROAD NORTH OF AND ADJACENT TO INTERSTATE 90 TO IGNITE CDA IN EXCHANGE FOR UNSUITABLE SOILS FROM THE ATLAS MILL SITE ("MT. HINK") FOR THE PURPOSE OF FACILITATING CONSTRUCTION ACTIVITIES AT THE ATLAS MILL SITE AND THE CONSTRUCTION OF A STORMWATER INFILTRATION POND AS PART OF THE IDAHO TRANSPORTATION DEPARTMENT'S I-90 EXPANSION PROJECT.

WHEREAS, the Idaho Transportation Department ("ITD") previously transferred a parcel of property on Atlas Road north of and adjacent to Interstate 90 (the "Property") to the City for a possible well site for the City's Water Department; and

WHEREAS, after a test well was drilled, the Water Department determined that the Property was not viable for a groundwater well; and

WHEREAS, ITD recently approached the City and requested that the City transfer the Property back to the State for use as a stormwater infiltration pond as part of its I-90 expansion project; and

WHEREAS, after discussions between ignite cda, ITD, and the City, ignite cda requested to use approximately 75,000 cubic yards of structural fill from the Property for filling the Atlas Phase 3 excavation which resulted from the hauling of unsuitable "Mt. Hink" material to the Ramsey Road pit; and

WHEREAS, in exchange for the structural fill, ignite cda will back haul approximately 60,000 cubic yards of structurally unsuitable "Mt. Hink" soils to the Property; and

WHEREAS, the "Mt. Hink" soil is suitable for a stormwater infiltration pond; and

WHEREAS, ignite will finish grade the pond site to ITD's desired configuration and the City will transfer the property back to ITD; and

WHEREAS, ignite will pay for the transport of the soils; and

WHEREAS, the City Streets and Engineering Department has determined that the construction of the pond will not impact the future Atlas Road expansion.

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City hereby agrees to exchange approximately 75,000 cubic yards of structural soil from City property on Atlas Road north of I-90 in exchange for approximately 60,000 cubic yards of structurally unsuitable soil from the Atlas Mill Site to facilitate development of the Atlas Mill Site and the construction of a stormwater infiltration pond as part of the ITD's I-90 expansion project.

BE IT FURTHER RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the Mayor be, and hereby is, authorized to sign the Memorandum of Understanding attached hereto as Exhibit "A," to complete the exchange.

DATED this 16th day of April, 2024.

James Hammond, Mayor

ATTEST:

Renata McLeod, City Clerk

Motion by _____, Seconded by _____, to adopt the foregoing resolution.

ROLL CALL:

COUNCIL MEMBER ENGLISH	Voted
COUNCIL MEMBER MILLER	Voted
COUNCIL MEMBER GOOKIN	Voted
COUNCIL MEMBER EVANS	Voted
COUNCIL MEMBER MCEVERS	Voted
COUNCIL MEMBER WOOD	Voted

_____ was absent. Motion _____.

MEMORANDUM OF UNDERSTANDING
Between
THE IDAHO TRANSPORTATION DEPARTMENT
And
CITY OF COEUR D'ALENE

PARTIES:

THIS AGREEMENT is made and entered into this _____ day of April, 2024 by and between the **IDAHO TRANSPORTATION DEPARTMENT**, hereafter called the State, and the **CITY OF COEUR D'ALENE**, hereafter called the City.

PURPOSE:

The State has programmed a construction project on I-90 from SH-41 to US-95 in Kootenai County, KN 24306 (the "Project"). The Project includes reconstruction and widening of I-90 to four lanes in both directions, replacing multiple bridges, providing ramp improvements, and addressing interstate storm water run-off. This project is anticipated to start construction in 2025.

The City requests to construct the Atlas Road storm water infiltration pond (the "Pond") associated with the Project prior to advertisement of the Project. In exchange for construction of the Pond located on the northwest corner of I-90 and Atlas Road, the City shall retain usage of the excavated materials as well as relocate Mt. Hink materials excavated from the City's urban renewal district site, Atlas Property (Atlas Import Material) to excavated areas adjacent to the Pond, see Exhibit B.

This MOU arrangement is necessary to outline the roles and responsibilities of the parties regarding construction of the Pond and relocation of Mt. Hink materials off of the Atlas Import Material site.

AUTHORITY:

Sections 67-2326 through 67-2333 and 67- 2339, Idaho Code, Section 40-311, Idaho Code, and any other provisions of state or federal law or regulation directly pertaining to the MOU.

The parties agree as follows:

RESPONSIBILITIES AND PROCEDURES:

- 1) ITD will:
 - a) Provide specifications and acceptance criteria for excavation and construction of the Pond to be incorporated into the City's construction plans. Preliminary specifications and bid items are shown in Exhibit A.
 - b) Review and approve the City's construction plans for the Pond. Preliminary grading details and cross sections are shown in Exhibit B.

- c) Allow the City and its agents to access to the Pond site shown in Exhibit B including the ingress and egress routes, 24 hours per day, between April 22, 2024 and October 4, 2024.
 - d) Allow the City and its agents to remove the excavated materials for usage at their Atlas Property.
 - e) Inspect installation of the Pond and its features. Final acceptance will be made once all testing and final inspections regarding function have been made and acceptable results are received. ITD will issue written acceptance of the work upon Final acceptance.
- 2) The City will:
- a) Provide plans and specifications for excavation and construction of the Pond.
 - b) Secure an approved Amendment from the Idaho Department of Environmental Quality to the Final QAPP for the Stimson Atlas Mill Property to identify a summary of sampling activities for the material being hauled from the Mt. Hink site. Such approval shall be secured prior to importing any materials to the Pond site.
 - c) Secure other necessary City of Coeur d’Alene (City) and State of Idaho (State) permits to complete the work.
 - d) Complete the excavation and construction of the Pond per the City’s plans.
 - e) Prior to any work beginning, the City or its agents will prepare a press release describing the associated Pond work and potential traffic impacts.
 - f) Be responsible for securing and managing temporary traffic control operations associated with the Pond construction.
 - g) Maintain on and off site controls including storm water management, and dust control.
 - h) Assume future responsibility to remove any Atlas Import Materials that may enter onto the Pond slopes and/or repair damage to the Pond fence due to Atlas Import Materials.
 - i) Pay all costs associated with the Pond and City and State permitting fees.
 - j) Donate the land associated with the Pond to ITD through quit claim deed prior to October 4, 2024. See Exhibit C.

LIMITATIONS:

Nothing in this MOU between ITD and the City shall be construed as limiting or expanding the statutory or regulatory responsibilities of any involved individual in performing functions granted to them by law; or as requiring either entity to expend any sum in excess of its respective appropriation. Each and every provision of this MOU is subject to the laws and regulations of the state of Idaho and of the United States.

Nothing in this MOU shall be construed as expanding the liability of either party. In the event of a liability claim, each party shall defend their own interests. Neither party shall be required to provide indemnification of the other party.

EFFECTIVE DATE:

This MOU shall become effective upon signature of the ITD District Engineer and the

signing authority of the City, whichever is most recent.

METHOD OF TERMINATION:

This MOU shall remain in force unless formally terminated by any party after thirty (30) days written notice to the other party. Any valuations determined by termination shall be reimbursed to the ITD.

AMENDMENTS:

Amendments to this MOU shall become effective upon mutual agreement and written approval by the ITD District Engineer and the signing authority of City.

SIGNATURES:

IDAHO TRANSPORTATION DEPARTMENT

By _____
District 1 Engineer

Date _____

CITY OF COEUR D'ALENE

By _____

Date _____

(Title) _____

ATTEST

Renata McLeod, City Clerk

EXHIBIT A

ITD Preliminary Specifications and Bid Items

Construction at the site includes excavating an infiltration pond, installing a drywell, and constructing a gravel access road from Atlas Road to the pond bottom. Erosion control measures will be installed and the site will receive topsoil and seeding. A 6' tall chain link fence will be installed around the perimeter of the site, and a double leaf gate will be constructed at the access road. An existing well will be abandoned and capped by the City. These details are shown in the Exhibits.

The plans and specifications will be developed using ISPWC standards and specifications. Modifications of ISPWC specifications to meet ITD standards for construction will be included. The following list of ITD pay items are required to complete the construction of the pond site for ITD's purposes. Corresponding ISPWC pay item descriptions are shown below and are the pay items that will be referenced on the final plans and specifications.

ITD SPEC	ITD PAY ITEM DESCRIPTION	ISPWC PAY ITEM	NOTES
212	TOPSOIL		
212	FIBER WATTLE		
212	SILT FENCE	SILT FENCING	
303	3/4" AGGREGATE TYPE B FOR BASE		6" thickness on Access Road
605	DRYWELL		
610	FENCE TYPE 4 (6' TALL)		
610	GATE TYPE 3 (DOUBLE LEAF)		
621	SEED BED PREPARATION		
621	SEEDING	HYDROSEED	ITD Seed Mixtures required*, fertilizing, seeding, tackifier is applied by hydroseed.
621	FERTILIZING		
621	HYDRAULICALLY APPLIED EROSION PRODUCT		
SP	SP ABANDON AND CAP WELL	N/A	City will complete this work.

*The following seeding specifications will be included in the final specifications.

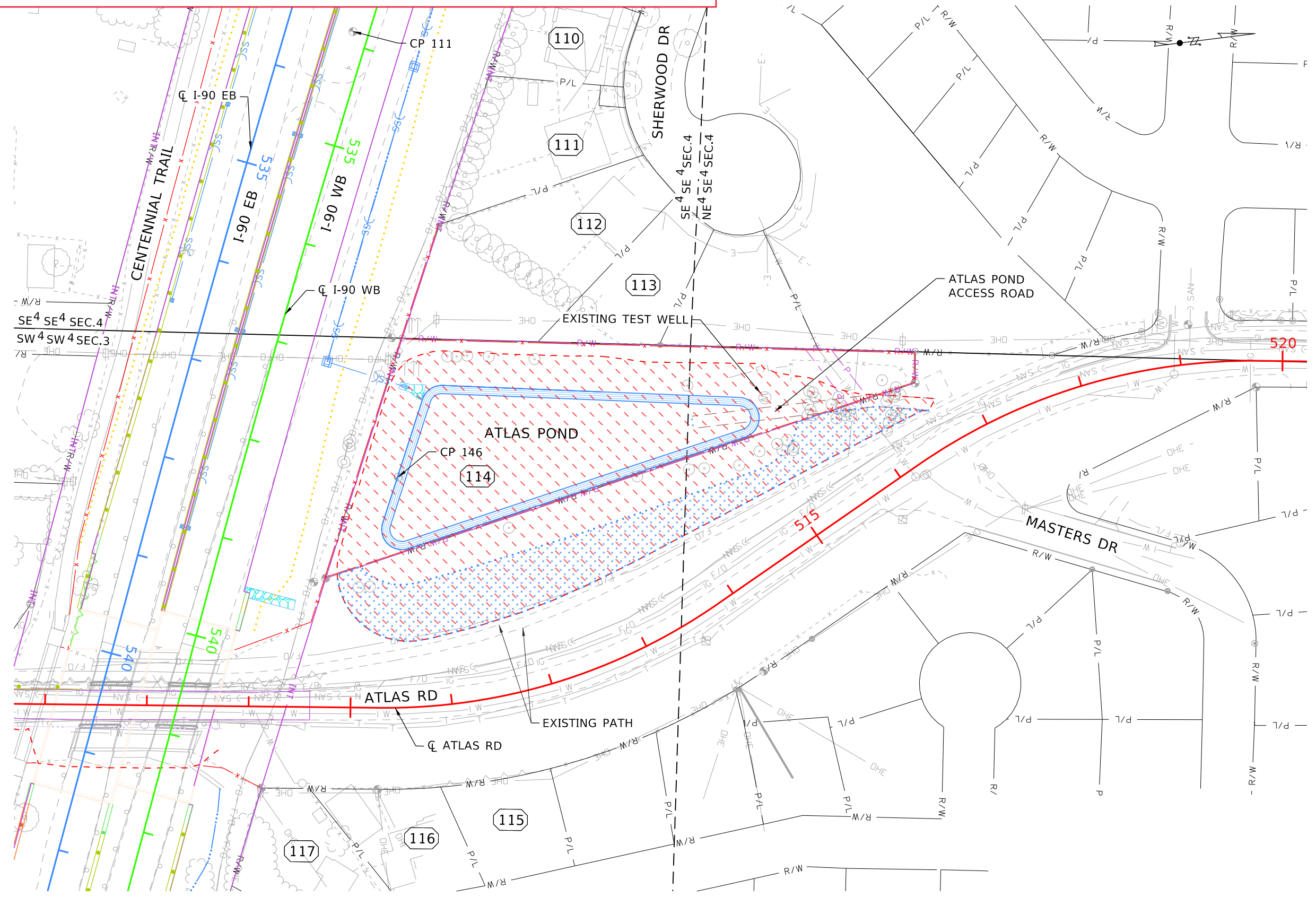
Mix seed as follows:

Permanent Seed Mix 2: More than 20 Feet from Roadway	
Species	PLS Pounds per Acre
Native Slender Wheatgrass (ELTR7)	7
Idaho Fescue (FEID)	6
Canada Bluegrass (POCO)	3
Mountain Brome (BRMA)	4
Silky Lupine (LUSE4)	6
Blanketflower (GAILL)	4
Lewis Flax (LILE3)	2
Rocky Mountain Penstemon (PEST)	5
Total:	37

EXHIBIT B

Preliminary Pond Grading Details and Cross Section

PROPOSED POND EXCAVATION AND FILL



LEGEND

- EXCAVATION
- ALLOWABLE FILL AREA

NOT APPROVED
PRELIMINARY
FOR CONSTRUCTION

March 28, 2024 6:40:19 PM
pw://itd-pw.bentley.com/itd-pw-01/Documents/District_1/Projects/prj23607/Project_Development/Design/Sketches/DEA/Atlas Pond Soil Removal/23607 Atlas Pond Excavation Exhibit-02.dgn

REVISIONS			
NO.	DATE	BY	DESCRIPTION
Resolution No. 24-031			

DESIGNED B. CHASE	SCALES SHOWN ARE FOR 11" X 17" PRINTS ONLY CADD FILE NAME 23607 Atlas Pond Excavation Exhibit-02.dgn DRAWING DATE: 11/30/2023
DESIGN CHECKED J. BAKER	
DETAILED P. CONSALVO	
DRAWING CHECKED R. LEAHY	

**IDAHO
TRANSPORTATION
DEPARTMENT**

DAVID EVANS AND ASSOCIATES INC.

PROJECT NO. A024(306)

EXHIBIT I-90, SH-41 TO US-95 - EAST KOOTENAI CO ATLAS POND

ENGLISH
COUNTY KOOTENAI
KEY NUMBER 24306
SHEET 1 OF 1

Exhibit 2

EXHIBIT C

Pond Property Boundary

PUBLIC HEARINGS

City Council STAFF REPORT

DATE: April 16, 2024
FROM: Dennis J. Grant, Engineering Project Manager
SUBJECT: **V-24-01, Vacation of a portion of Hattie Avenue right-of-way adjoining the northerly boundary of Lot 2, Block 1, Shae Estates.**

DECISION POINT

The applicant, Cassandra Lindquist, CL Properties, is requesting the vacation of a portion of Hattie Avenue right-of-way that adjoins the northerly boundary of the property on the south side of Hattie Avenue (114 E. Hattie Avenue).

HISTORY

The requested right-of-way was originally dedicated to the City of Coeur d'Alene in the Novaks Addition plat in 1964 and then replated to the Shae Estates plat in 2023.

FINANCIAL ANALYSIS

The vacation of the requested right-of-way would not have any financial impact on the City and would add approximately 988 square feet to the County tax roll. Although a minor amount, it would be a benefit to the municipality as tax revenue and to the land owner whose lot adjoins the strip of usable property.

PERFORMANCE ANALYSIS

The purpose of this request is to vacate a portion of public right-of-way on Hattie that was used for a turnaround that no longer exists. All utilities are existing and in place, and there is no foreseeable use for the additional right-of-way. The Development Review Team was informed about this vacation.

RECOMMENDATION

City Council should approve the vacation action per Idaho Code Section 50-1306 and to vacate the property to the applicant, Cassandra Lindquist, property owner.

N GOVERNMENT WAY

N 3RD ST

N 4TH ST

E HATTIE AVE

E ANNIE AVE

Proposed ROW Vacation



106 #1 #2
106 #3 #4
106 #5 #6
106 #7

107 #2 #1
107 #4 #3

111 #3 #1
111 #2 #2
111 #5

115 #C #D #E #F #G
115 #B #A

2119

2111

2120

2105

2106

105

2022

102

104

110

112

114

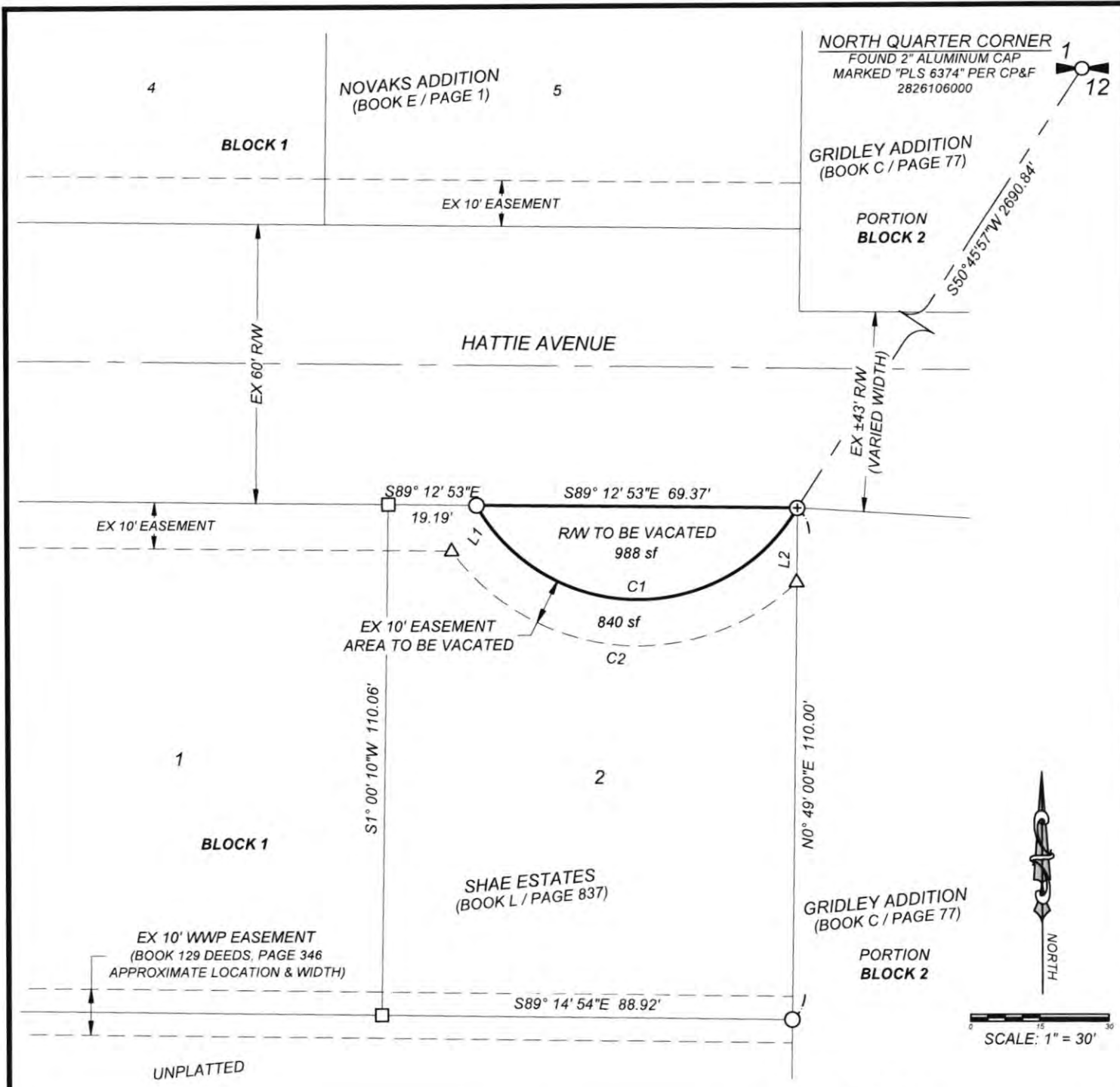
118

211

219

2003

2002



NORTH QUARTER CORNER
 FOUND 2" ALUMINUM CAP
 MARKED "PLS 6374" PER CP&F
 2826106000

GRIDLEY ADDITION
 (BOOK C / PAGE 77)

PORTION
BLOCK 2

HATTIE AVENUE

RW TO BE VACATED
 988 sf

840 sf

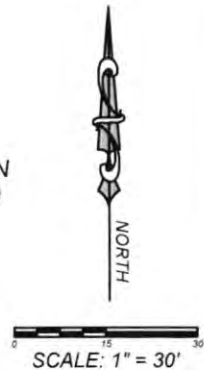
SHAE ESTATES
 (BOOK L / PAGE 837)

GRIDLEY ADDITION
 (BOOK C / PAGE 77)

PORTION
BLOCK 2

EX 10' WWP EASEMENT
 (BOOK 129 DEEDS, PAGE 346
 APPROXIMATE LOCATION & WIDTH)

UNPLATTED



LEGEND

- FOUND 1/2" REBAR WITH YELLOW PLASTIC CAP MARKED "PLS 4182"
- FOUND 5/8" REBAR WITH YELLOW PLASTIC CAP MARKED "PLS 4182"
- ⊕ FOUND 5/8" REBAR WITH ORANGE PLASTIC CAP
- △ CALCULATED POINT, NOTHING FOUND OR SET

Line Table		
Line #	Length	Direction
L1	11.35'	N29°01'59"E
L2	16.10'	S00°49'00"W

Curve Table					
Curve #	Length	Radius	Delta	Chord	Direction
C1	83.95'	40.0'	120°15'23"	69.37'	S89°12'53"E
C2	84.78'	50.0'	097°09'22"	74.98'	N84°32'56"W



126 E. POPLAR AVENUE
 COEUR D'ALENE, IDAHO 83814
 PHONE: 208.676.0230
 WWW.LAKECITYENGINEERING.COM

Hattie Avenue Right-of-Way Vacation

NW 1/4 of Sec. 12, T 50 N, R 4 W, B. M.,
 City of Coeur d'Alene, K. C., Idaho

DESIGNED BY:	DES
DRAFTED BY:	SMA
SCALE:	1" = 30'
DATE:	03/06/2024
JOB NO:	LCE 23-024.1
FILE:	23-024.1-VAC XBT.dwg

ORDINANCE NO. _____
COUNCIL BILL NO. 24-1003

AN ORDINANCE OF THE CITY OF COEUR D'ALENE, VACATING A PORTION OF HATTIE AVENUE RIGHT-OF-WAY AS SHOWN IN THE PLAT OF SHAE ESTATES, RECORDED IN BOOK L OF PLATS ON PAGE 837, RECORDS OF KOOTENAI COUNTY, COEUR D'ALENE, IDAHO, GENERALLY DESCRIBED AS A PARCEL OF LAND ADJOINING THE NORTHERLY BOUNDARY OF LOT 2, BLOCK 1 OF SAID PLAT; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND AN EFFECTIVE DATE HEREOF.

WHEREAS, after public hearing, the City Council finds it to be in the best interests of the City of Coeur d'Alene and the citizens thereof that said portion of right-of-way be vacated;

NOW, THEREFORE,

BE IT ORDAINED by the Mayor and City Council of the City of Coeur d'Alene:

SECTION 1. That the following described property, to wit:

Legal Description and Drawing, attached as Exhibits "A" & "B"

be and the same is hereby vacated.

SECTION 2. That said vacated right-of-way shall revert to the adjoining property owner to the south.

SECTION 3. That the existing right-of-way, easements, and franchise rights of any lot owners, public utility, or the City of Coeur d'Alene shall not be impaired by this vacation, as provided by law, and that the adjoining property owners shall in no manner place any obstruction over any public utilities.

SECTION 4. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 5. After its passage and adoption, a summary of this Ordinance, under the provisions of the Idaho Code, shall be published once in the official newspaper of the City of Coeur d'Alene, and upon such publication shall be in full force and effect.

Passed under suspension of rules upon which a roll call vote was duly taken and duly enacted an ordinance of the City of Coeur d' Alene at a regular session of the City Council on April 16, 2024.

APPROVED by the Mayor this 16th day of April, 2024.

James Hammond, Mayor

ATTEST:

Renata McLeod, City Clerk

SUMMARY OF COEUR D'ALENE ORDINANCE NO. _____
V-24-01, HATTIE AVENUE RIGHT-OF-WAY VACATION

The City of Coeur d'Alene, Idaho hereby gives notice of the adoption of Coeur d'Alene Ordinance No. _____, vacating Hattie Avenue right-of-way.

Such right-of-way is more particularly described as follows:

Legal description and drawing, attached as Exhibits "A" & "B", are on file in the City Clerk's office.

The ordinance further provides that the ordinance shall be effective upon publication of this summary. The full text of the summarized Ordinance No. _____ is available at Coeur d'Alene City Hall, 710 E. Mullan Avenue, Coeur d'Alene, Idaho 83814 in the office of the City Clerk.

Renata McLeod, City Clerk

STATEMENT OF LEGAL ADVISOR

I, Randall R. Adams, am City Attorney for the City of Coeur d'Alene, Idaho. I have examined the attached summary of Coeur d'Alene Ordinance No. _____, V-24-01, Hattie Avenue right-of-way vacation and find it to be a true and complete summary of said ordinance which provides adequate notice to the public of the context thereof.

DATED this 16th day of April, 2024.

Randall R. Adams, City Attorney

EXHIBIT 'A'

Land Description

A parcel of land situate in the Northwest Quarter of Section 12, Township 50 North, Range 4 West, Boise Meridian, Kootenai County, Idaho, more particularly described as follows:

COMMENCING AT the North Quarter corner of said Section 12, said point marked by a 2" aluminum cap marked PLS 6374 and shown on Corner Perpetuation and Filing Record filed at Instrument #2826106000 records of Kootenai County, Idaho;
thence South 50°45'57" West 2690.84 feet to the Northeast corner of Lot 2 Block 1, SHAE ESTATES, filed at Book L of Plats, Page 837, records of Kootenai County, Idaho, said point marked by a 5/8" rebar with orange plastic cap, the TRUE POINT OF BEGINNING;

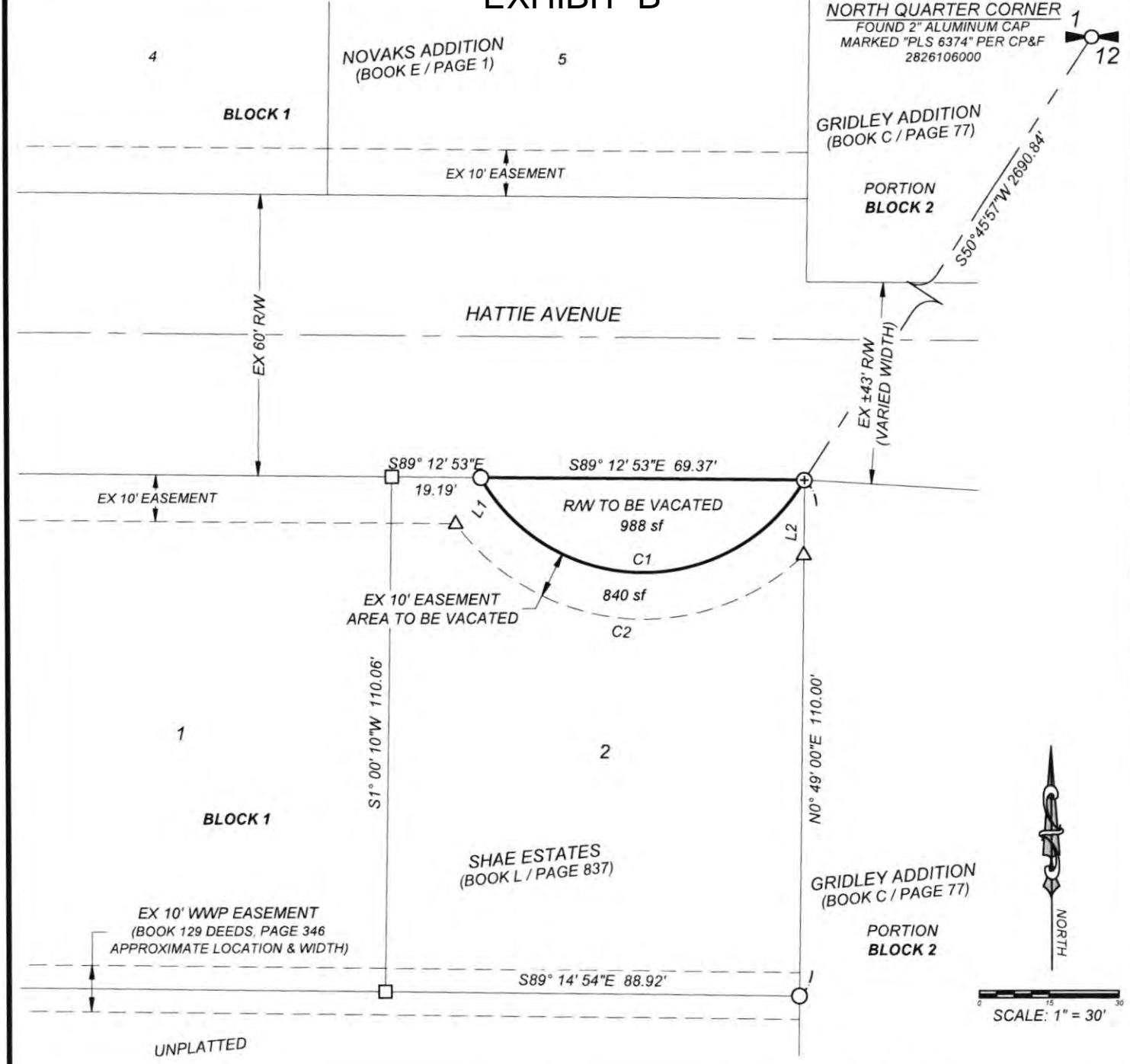
thence along the southerly right-of-way line of Hattie Avenue along a non-tangent curve to the right, having a radius of 40.00 feet, an arc length of 83.95 feet, a central angle of 120°15'23" and a long chord bearing of North 89°12'53" West 69.37 feet to a 5/8" rebar with yellow cap marked PLS 4182;

thence leaving said southerly right-of-way line South 89°12'53" East 69.37 feet to the point of beginning;

containing 988 square feet, more or less.



EXHIBIT 'B'



NORTH QUARTER CORNER
 FOUND 2" ALUMINUM CAP
 MARKED "PLS 6374" PER CP&F
 2826106000

GRIDLEY ADDITION
 (BOOK C / PAGE 77)

PORTION
BLOCK 2

HATTIE AVENUE

S89° 12' 53"E 19.19'
 S89° 12' 53"E 69.37'
RW TO BE VACATED
 988 sf
 C1
 840 sf
 C2

BLOCK 1

SHAE ESTATES
 (BOOK L / PAGE 837)

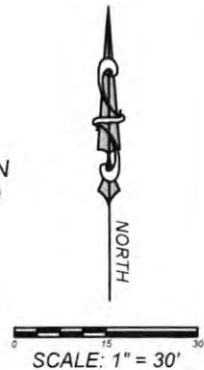
GRIDLEY ADDITION
 (BOOK C / PAGE 77)

PORTION
BLOCK 2

EX 10' WWP EASEMENT
 (BOOK 129 DEEDS, PAGE 346
 APPROXIMATE LOCATION & WIDTH)

S89° 14' 54"E 88.92'

UNPLATTED



LEGEND

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- FOUND 5/8" REBAR WITH YELLOW PLASTIC CAP MARKED "PLS 4182"
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