

**DESIGN REVIEW COMMISSION AGENDA
OLD COUNCIL CHAMBERS
COEUR D'ALENE CITY HALL
710 E. MULLAN AVENUE
Thursday April 14th, 2016
12:00 pm**

12:00 P.M. CALL TO ORDER:

ROLL CALL: Ives, Ingalls, Dodge, Lemmon, McKernan, Messina, Patano, Johnson, Green

APPROVAL OF MINUTES:

March 10, 2016

PUBLIC COMMENTS (non-agenda items):

COMMISSION COMMENTS:

STAFF COMMENTS:

NEW BUSINESS:

1. Applicant: Rob Berger, Manager Crafted Tap House, LLC
Location: 523 E. Sherman Avenue
Request: Rob Berger, Mgr. Crafted Tap House LLC is requesting a third and final meeting with the Design Review Commission for the expansion of the existing parking lot use for a beer garden and support structures for "Crafted Tap House". This would allow the former parking lot to be utilized for a beer garden and storage structures. The property is currently zoned DC (Downtown Core). **(DR-4-15)**

2. Applicant: Dennis Cunningham
Location: 926, 930, 934, 936 & 938 E. Mullan Avenue
Request: Dennis Cunningham is requesting the Design Review Commission's early design consultation for the construction of 5-1/br. residential units totaling 7,710 sq.ft. with five (5) garages. The subject property is within the R-12 (Residential at 12 units/acre) Infill Overlay District DO-E. **(DR-1-16)**

ADJOURNMENT/CONTINUATION:

Motion by _____, seconded by _____, to continue meeting to _____, at ___ p.m.; motion carried unanimously.

Motion by _____, seconded by _____, to adjourn meeting; motion carried unanimously.

The meeting will be held in a facility that is accessible to persons with disabilities. Special accommodations will be available, upon request, five (5) days prior to the meeting. For more information, contact the Planning Department at (208)769-2240.



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**DESIGN REVIEW COMMISSION
MINUTES**

**Thursday, March 10, 2016
Old Council Chambers**

DESIGN REVIEW COMMISSIONERS PRESENT

George Ives, Chairman
Jon Ingalls
Jef Lemmon
Mike Dodge
Tom Messina
Steve Johnson, Alternate Commissioner

STAFF MEMBERS PRESENT

Randy Adams, Deputy City Attorney
Tami Stroud, Planner
Shana Stuhlmiller, Administrative Assistant

COMMISSIONERS ABSENT

Mike Patano
Rich McKernan
Rick Green, Alternate Commissioner

APPLICANT

DR-4-15 – 523 E. Sherman Ave (Crafted Tap House)

Rob Berger, Manager, Crafted Tap House
Chris Evans/General Manager, Crafted
John Magnuson, Attorney
Josh Gore, Designer

CALL TO ORDER:

Chairman Ives brought the meeting to order at 12:00 p.m.

APPROVAL OF MINUTES:

Chairman Ives asked the commission to review the minutes from the December 17, 2016, meeting.

Motion to approve by Dodge, seconded by Ingalls. Motion approved.

PUBLIC, COMMISSION AND/OR STAFF COMMENTS:

Chairman Ives asked if there were any public, commission, or staff comments on any non-agenda items.

There were none.

Chairman Ives commented that he received an email this morning from Commissioner Patano. He stated in his e-mail that he requested the Design Review Commission to postpone this hearing for the following reasons: A decision has not been made on a proposed Porta-Potty ordinance; The Design Review Commission received a copy of the packet only one day in advance, which is not enough time to adequately review; The city has requested six parking stalls and the applicant is showing two; The Design Review Guidelines don't allow for the type of lighting the applicant has proposed, and; The applicant does not have any regard for the Design Review Commission, Planning, and Building Department policies. He concluded the e-mail requesting to please postpone this hearing for those reasons stated.

Commissioner Messina stated that earlier this week, the Planning Commission had a workshop on Porta - Potties to go over what the definition would mean and that staff would take their comments and bring back a copy of the draft ordinance on the April 12th agenda.

Commissioner Dodge inquired if the city currently has a policy for Porta-Potties.

Commissioner Ingalls explained there is one for privies and not for Porta-Potties. He stated that earlier this week the Planning Commission had a workshop on Porta-Potties for the purpose of amending the code to include the definition for Porta-Potties.

Chairman Ives reminded the commission that since we don't have an ordinance on Porta-Potties, that we are only looking at the design of the project and if you have any comments for Porta-Potties, to go to the next Planning Commission meeting on April 12th, where comments will be taken for this request.

REAPPOINTMENTS:

Chairman Ives announced the following commissioner terms expiring: Mike Patano, George Ives and Steve Johnson.

He stated if you would like to be considered for reappointment to send a letter to staff requesting your reappointment and then staff will forward the request to Mayor Widmyer for consideration.

NEW BUSINESS:

DR-4-15 – Rob Berger, Manager, Crafted Tap House, and LLC is requesting the Design Review Commission's early design consultation for the expansion of the existing parking lot use for a beer garden and support structures for "Crafted Tap House". This would allow the former parking lot to be utilized for a beer garden and support structures. The property is zoned DC (Downtown Core).

Ms. Stroud explained that this is the second meeting for the applicant, Rob Berger, Manager, Crafted Tap House, for the expansion of the existing parking lot use for a beer garden. She commented on July 9, 2015, the Design Review Commission encouraged the applicant to add artistic and interesting details on the Connex boxes. They also asked the applicant to implement design elements as the code reflects and address the service areas. Additionally, it was suggested that the applicant provide more trees and green space to the site, and reiterated that the addition of artwork may dress up the site. She explained for the second meeting, staff reviewed the updated renderings and a site plan for the proposal, provided as a PowerPoint showing those changes, including the updated renderings. She added that the applicant has requested one design departure that states: A departure from the Roof Edge requirement in the guidelines requiring that flat roofs shall have protecting cornices to create a prominent edge when viewed against the sky.

John Magnuson, attorney representative, thanked the commission for their time and stated that he does not appreciate the comments stated by Commissioner Patano and would like to explain to the commission what has happened since the last Design Review meeting on July 9th. He stated that since that meeting, they met with Mayor Widmyer and staff to go over the issues brought up in the Design Review meeting on July 9th regarding Porta-Potties and the Connex boxes, and those comments taken from that discussion have been incorporated in the new renderings submitted by the applicant and that it's the desire of the applicant to move this project along. He stated for the record that the notice was properly posted and that they submitted the renderings to staff earlier this month. He then asked if the commission had any questions.

Commissioner Ingalls stated that in their packet, the commission received a copy of a letter sent from the First Presbyterian Church who wanted to clarify the position regarding Crafted Tap House's plans for the back parking lot.

Mr. Magnuson stated that they recently met with the church and that they clarified their intent for the project.

Mr. Berger apologized for his ignorance and didn't know what the process would entail for this type of project and hopes that we can get beyond our differences and move forward with the project.

Josh Gore stated that he worked on the original design. He explained that the intent of the project would be to maintain the "Modern Industrial" vibe that Crafted has offered its guests. The three containers will be used as a beer and wine serving area, and as additional storage for the restaurant. He stated that this will be temporary and that these containers will be utilized during the primary season (June-September).

Commissioner Ingalls inquired about the renderings of the Connex boxes and the people standing in front of the boxes if the figures of the people are part of the design.

Mr. Gore stated the people are not part of the design of the Connex boxes. The Connex boxes will be black to match the color of Crafted.

Commissioner Dodge inquired if the iron for the fence surrounding the beer garden will be made by a local person.

Mr. Gore explained that the fence shown on the plan is in the early stages of design and that he has not discussed with the applicant the type of material to be used for the fence.

Commissioner Ingalls commented that he likes the design of the fence, which is open and if any problems occur on the property, it will make it easy for the police to see what is going on.

Mr. Gore stated transparency is important and hopes people will want to "hang out".

Commissioner Dodge inquired if the new trees are in the ground now.

Mr. Gore answered that the trees are in "ball" form right now and will be planted when the weather gets better. He explained by showing a rendering of the Connex boxes and that they intend to build a wall next to the containers that will be fire resistant. He then showed the preliminary site plan and explained the design and stated that the electrical generator shown on the plan would be moved.

Commissioner Dodge inquired if there will be a service bar.

Mr. Gore explained that the 40-foot container will be used to serve beer and wine and will have a large serving window cut into it so a bartender can handle transactions from inside the container. He added that when the bar is not used, it will be concealed within the container.

Commissioner Ingalls commented that the applicant mentioned in his narrative that his intent for this project is to maintain the "Modern Industrial" vibe and likes the concept. He stated that he appreciates that since the last meeting, the applicant took the comments and incorporated them into this plan.

Commissioner Lemon inquired about the parking.

Ms. Stroud stated that parking is not an issue and something that the commission should not be looking at for this project.

Commissioner Messina stated that during the Planning Commission workshop, there was a discussion about Porta-Potties having to be enclosed, and inquired if this ordinance is passed, would it affect this project in the future.

Commissioner Lemon stated that this design is much better than what was presented at the last meeting and likes the addition of a fence surrounding the property. The containers don't bother him. The question is what if you need more bathrooms.

Mr. Gore stated that staff told him they only needed an ADA accessible bathroom and a standard Porta-Potty. If we need more he pointed out on the site plan where those additional bathrooms could be located.

Chairman Ives inquired if there were any more questions from the commission.

Ms. Stroud reminded the commission that part of their approval is the site plan submitted and if the applicant decided to add additional Porta-Potties, it would have to come back to the commission.

Commissioner Ingalls stated that he concurs with Commissioner Lemons comments that this is a better project. He added that some additional landscaping would be a nice addition to the parking lot in order to break up seeing a "sea" of asphalt. Going forward, the fence is huge and comes back to the design criteria regarding sidewalk treatment and how it blends. He added that he likes how the container sets back from the sidewalk and in a better place.

Mr. Gore stated he agrees and would propose to take the asphalt and cut it in half and continue with the trees in the middle.

Commissioner Ingalls stated there is a further opportunity to improve this in the area that would look like a sheet of asphalt.

Commissioner Messina stated that he would recommend that they first talk to the neighbor across the street.

Commissioner Lemon inquired if the color of the fence could match the building.

Mr. Gore explained that the black color would continue around the area.

Commissioner Messina inquired if they could bring a sample of the fence color for the commission to review at the next meeting.

Chairman Ives stated that a sample board is required for the next meeting.

Commissioner Ingalls commented if there is a deviation for the overhang, and if it fits, he not bothered by this departure.

Chairman Ives inquired if there are anymore comments from staff, and if not, would open it up to public testimony.

Ms. Stroud stated that from looking at the design guidelines, to make sure the entry is acceptable from the alley, and if not, may want to suggest another entry.

Mr. Gore stated that is not a deal breaker and would be willing to change the entry way from the alley to the sidewalk side.

Commissioner Messina inquired if this entry was to the building but this entry was for entry into an area.

Commissioner Dodge stated for safety reasons, he would prefer the entry not be in the alley.

Mr. Gore stated that the alley entry would only be used by staff and for emergencies.

Mark Dotson stated that he lives on Sherman Avenue and is concerned with the sound. He feels the design of the building will be bring noise and inquired if this will be year-round. He feels the sound is an issue. People live around here and a building should not dictate what is going on. He asked if are there plans for future expansion, having seen container developments in Austin and Las Vegas that added a second level.

Chairman Ives stated that is a good point.

Commissioner Ingalls stated that in the summer there is an event that happens every Wednesday, where a different band is playing music, and that this is a great comment, but we don't get into this.

Elaine Trotter commented this should be about noise containment.

Commissioner Ingalls stated that having the business owner here, and that we have specific design guidelines, there is nothing for noise criteria.

Chairman Ives inquired if the city has a noise ordinance.

Ms. Stroud stated that is correct.

Ms. Trotter inquired if there will be other meetings that she can state her concerns regarding noise.

Chairman Ives suggested that she attend one of the city council meetings where public comments are allowed.

Mr. Berger stated that he lives downtown and doesn't want to run a business that is negative. He wants to be a good neighbor and wanted to assure the neighbors that they do not intend to have any heavy metal bands and that the music will be very "low key". He stated that he appreciates all the comments.

Chris Evans met with the pastor and discussed his concerns and stated the original agreement of no bands on Sundays, and would be provided the church schedule so they know if they have an event.

Commissioner Ingalls made the motion to move to the third meeting

Motion by Ingalls, second by Messina, to move to the third meeting. Motion approved.

Motion by Ingalls, seconded by Messina, to adjourn the meeting; Motion approved unanimously.

The meeting was adjourned at 1:05 P.M.

Prepared by Shana Stuhlmiller, Administrative Assistant

**DESIGN REVIEW COMMISSION
STAFF REPORT**

FROM: TAMI STROUD, PLANNER
DATE: APRIL 14, 2016
SUBJECT: DR-4-15: REQUEST FOR A THIRD MEETING WITH THE DESIGN REVIEW COMMISSION FOR THE EXPANSION OF THE EXISTING PARKING LOT USE FOR A BEER GARDEN AND SUPPORT STRUCTURES FOR CRAFTED TAP HOUSE.

LOCATION: LOCATION: 523 Sherman Avenue.

APPLICANT/OWNER:
Rob Berger, Manager Crafted Tap House LLC
523 E. Sherman
Coeur d'Alene, ID 83814

DECISION POINT: Rob Berger, Manager, Crafted Tap House, LLC is requesting a third meeting with the Design Review Commission for the expansion of the existing parking lot use for a beer garden and support structures for "Crafted Tap House". This would allow the former parking lot to be utilized for a seasonal beer garden and support structures. The property is zoned DC (Downtown Core).

ACTION: The Design Review Commission will provide feedback to the applicant and ensure that the proposed structure meets the intent of the Downtown Core (DC) Design Guidelines. The commission may provide direction to the applicant to rectify aspects of the design to bring it more into compliance with the design guidelines.

A. SITE MAP:



GENERAL INFORMATION:
17.09.320: A. Development applicants shall seek to engage with the City review processes as soon as possible, before numerous substantive design decisions are made and fixed. Therefore, initial meetings with the City shall not include definitive designs, but rather broader descriptions of the development program and objectives, the constraints and opportunities presented by the site, and an analysis of the neighborhood setting that surrounds the site. The City intends to work in a collaborative fashion so that the outcome can meet both the goals of the City and the applicant, as well as address concerns of people who live and own property and businesses in close proximity to the development.

B. AERIAL VIEW:



PROJECT ANALYSIS:

The applicant is requesting a third meeting with the Design Review Commission for the expansion of the existing parking lot use for a beer garden and support structures for "Crafted Tap House". This would allow the former parking lot to be utilized for a seasonal beer garden and support structures. The property is zoned DC (Downtown Core).

On March 10, 2016, the Design Review Commission provided the following feedback for the applicant:

- Provide additional landscaping in the parking lot in order to break up seeing "a sea of asphalt",
- Provide samples of the proposed fencing around the perimeter of the site,
- Provide a sample of the material proposed for the screening of the Connex boxes and service areas,
- Show "point of entry" into site along 6th Street, rather than the alley to meet code requirements.

Evaluation:

The applicant has submitted updated renderings and a site plan of the proposal. The proposed project utilizes composite panels as a screened wall around the Connex boxes with an opening for the public to access the serving window. Also proposed is a 36" fence around the site using composite panels to create an open and inviting environment along the Pedestrian and Vehicular Oriented Street, noted as Lakeside Avenue. There is a proposed point of entry along 6th Street, per the DRC meeting discussion. The applicant has tried to mirror some of the design elements for the outdoor space, to Ivano's Restaurant in Sandpoint, following the guidance of the DRC discussion during the July '2015 DRC meeting.

The addition of Norway Maple trees within the synthetic grass area will provide shade and additional greenery to the site. Trash/service areas are proposed and are required to be screened per the Downtown Design Guidelines.

- Material samples & Finishes:
 - Actual material samples and finishes will be brought to the final design review meeting.

The applicant has also proposed covered Porta Potties along the alley side (south) of the site. The Porta Potty Ordinance is currently in process and scheduled to be heard by the Planning Commission on April 14th. The applicant will be required to meet the code requirements as a condition of approval.

C. DESIGN DEPARTURES:

- A departure from the Roof Edge requirement in the guidelines requiring that flat roofs shall have projecting cornices to create a prominent edge when viewed against the sky.

Evaluation:

The applicant has proposed a flat roof design similar to the neighboring “Crafted Tap House” restaurant.

Applicant’s Narrative:

Crafted Tap House Beer Garden Description

Crafted Tap House would like to construct a park-like area in the lot directly north of the restaurant which will be used in the summer months (June-September) as a beer garden, and year round as a site for additional storage for the restaurant. We believe this area will add to the overall appeal of downtown Coeur d’Alene by providing people with relaxed environment to enjoy beer, wine, and occasional live entertainment.

We would like to maintain the “Modern Industrial” vibe that Crafted has offered its guests in the restaurant by utilizing 3 shipping containers (two 20’ containers and one 40’ container) as a beer/wine serving area, and as additional storage for the restaurant.

The 40’ container will be used to serve beer/wine, from and will have a large serving window cut into it so a bartender can handle transactions from inside the container.

Because the beer garden aspect of the space will only be seasonal, we would like to use Porta-Potties during the summer months, if the proposed Porta-Potty ordinance is approved, and remove them for the remainder of the year. Crafted Tap House is willing to comply with the city ordinance and obtain all necessary permits if required. These temporary toilets will be shrouded by a wall (see renderings) so they will not be visible from the street.

We would like to have string lighting similar to what is used on the patio at Crafted, which would hang from several posts over the beer garden area.

Inspiration from this project came from a bar located in Austin, TX called “Container Bar”. Information and photos of this bar can be seen at www.austincontainerbar.com .

ELEVATION (FRONT):



ELEVATION (FRONT):



ELEVATION (FRONT):



ELEVATION (FRONT):



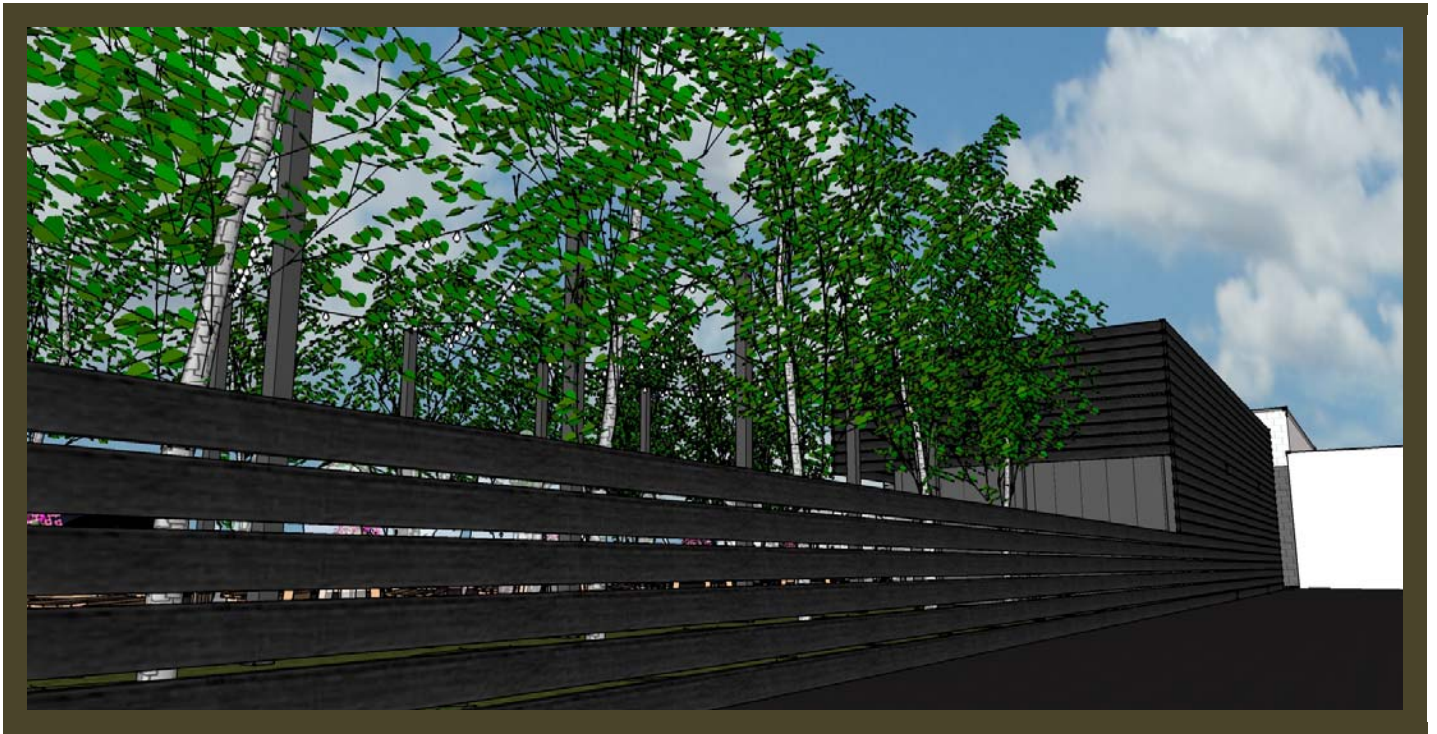
ELEVATION (SIDE):



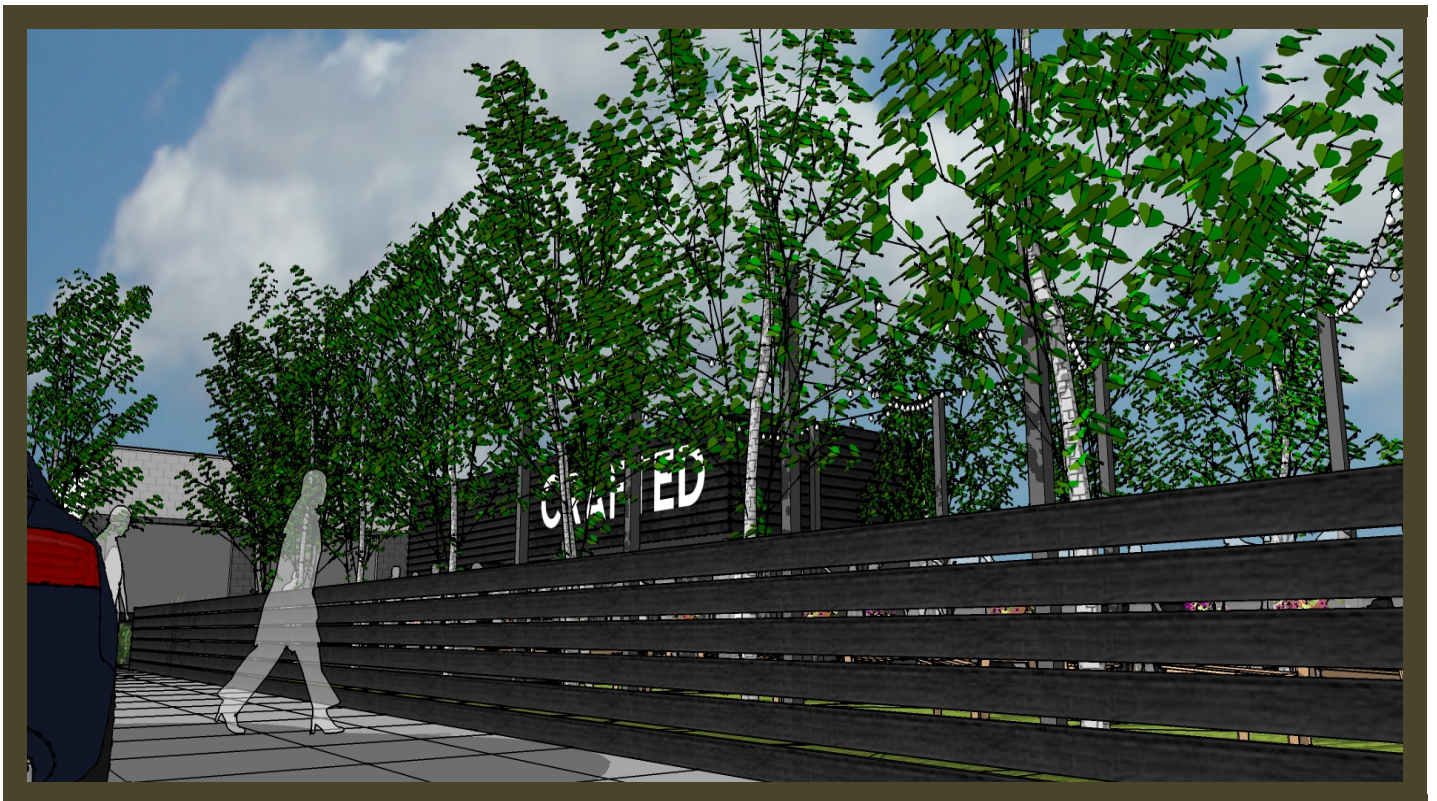
ELEVATION (SIDE):



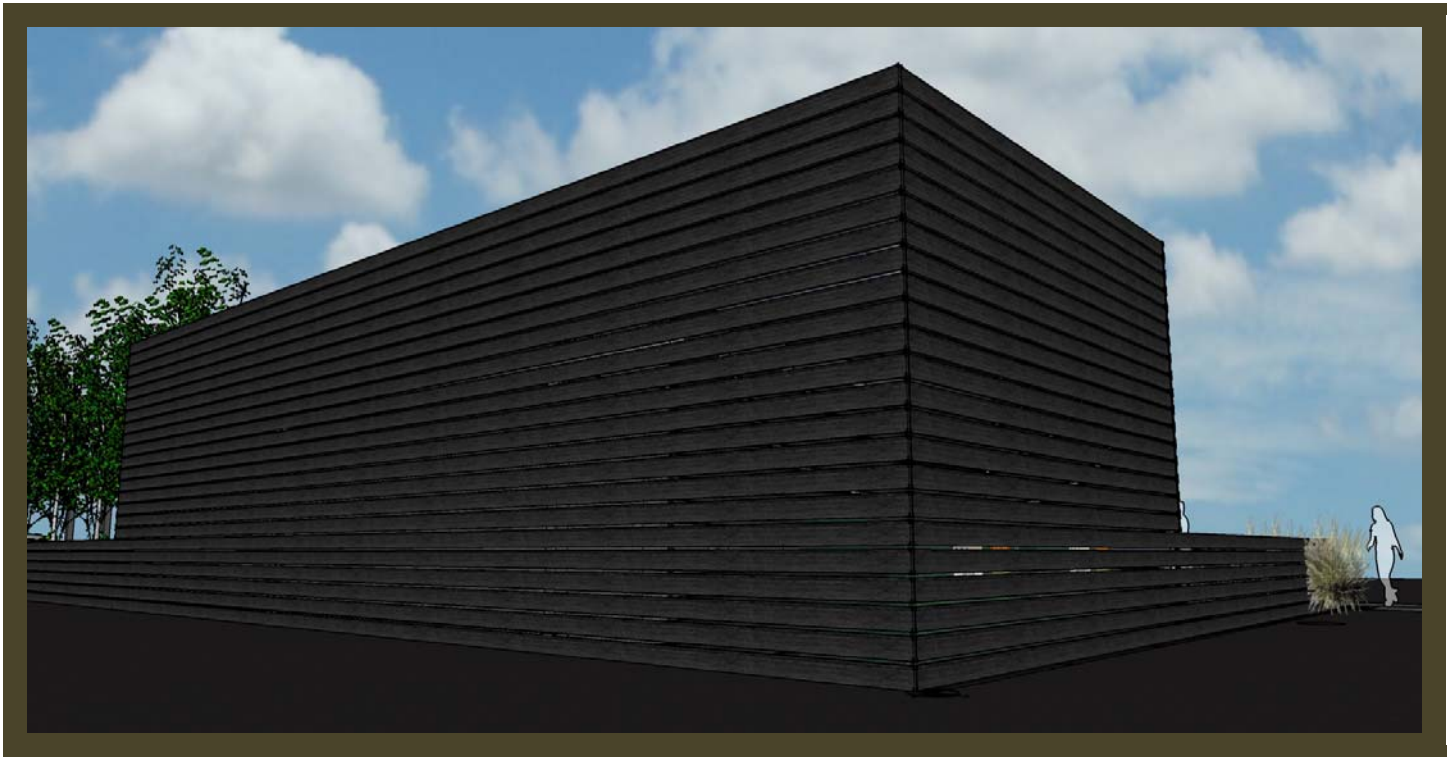
ELEVATION (SIDE):



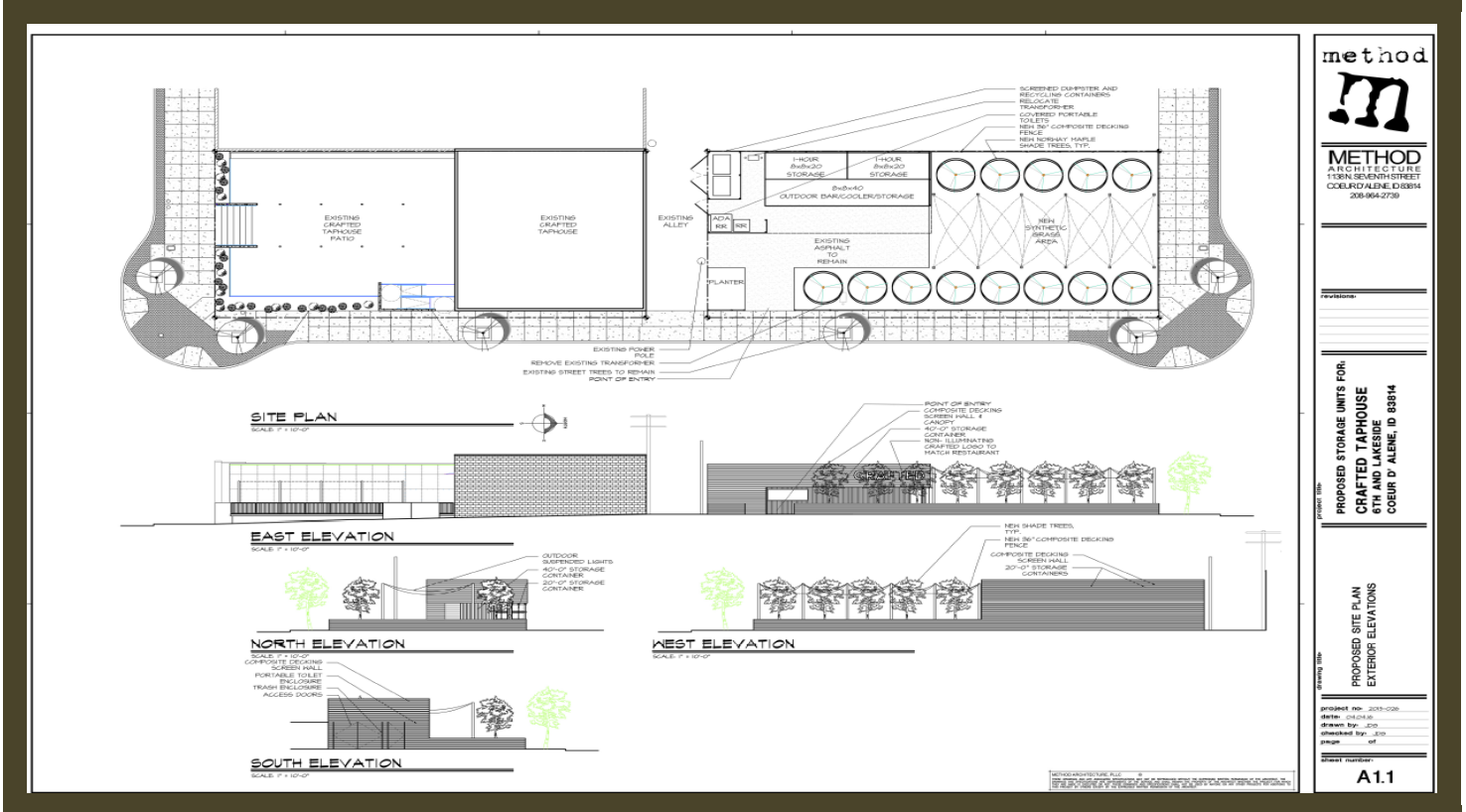
ELEVATION (SIDE):



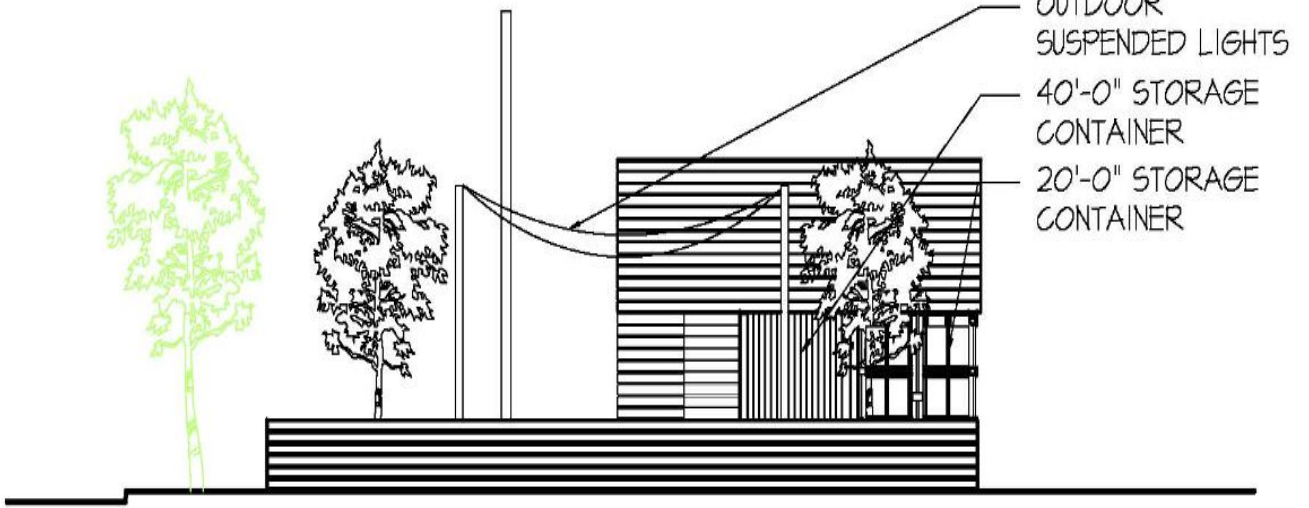
ELEVATION (BACK):



OVERALL SITE PLAN:



SCALE: 1" = 10'-0"

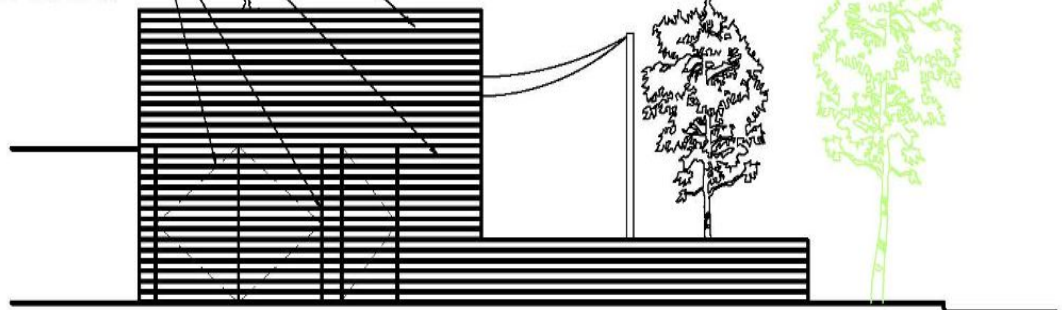


OUTDOOR
SUSPENDED LIGHTS
40'-0" STORAGE
CONTAINER
20'-0" STORAGE
CONTAINER

NORTH ELEVATION

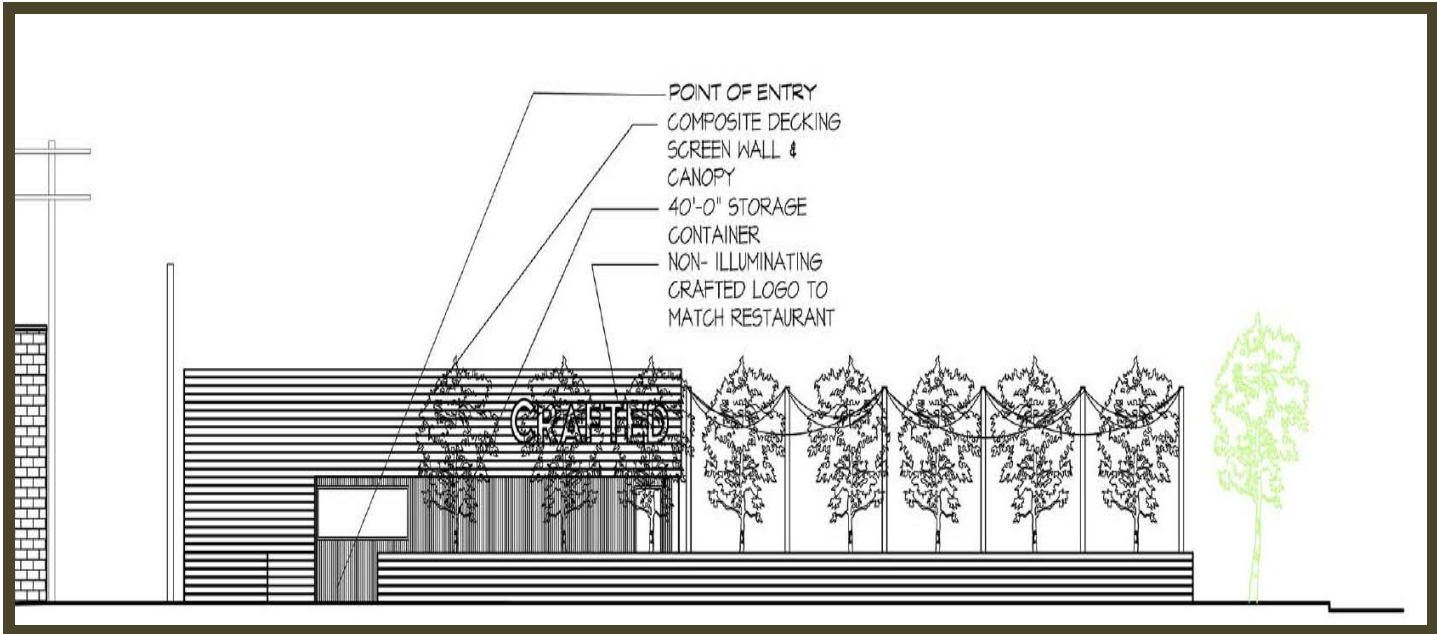
SCALE: 1" = 10'-0"

COMPOSITE DECKING
SCREEN WALL
PORTABLE TOILET
ENCLOSURE
TRASH ENCLOSURE
ACCESS DOORS

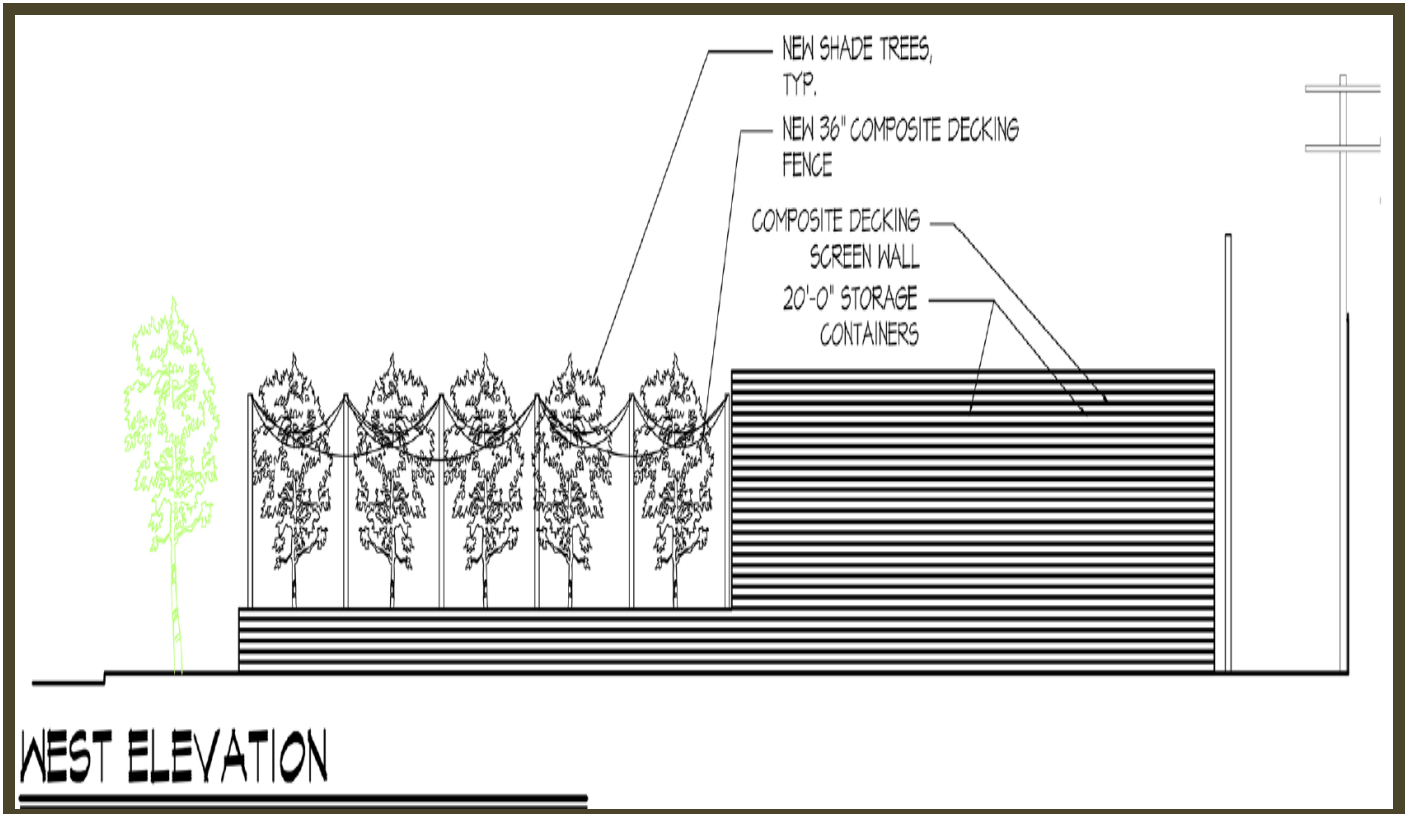


SOUTH ELEVATION

SCALE: 1" = 10'-0"



EAST ELEVATION



WEST ELEVATION

➤ **Design guidelines for consideration are as follows:**

- *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*
- *Gateway*
- *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*

PROPOSED CONDITIONS:

1. The DRC approval is subject to the City Council approval of the proposed Porta Potty Ordinance (Item 0-1-16) and subject to the provisions of the approved ordinance and the requirement to obtain proper permits.
2. The applicant must adhere to the site plan as proposed.

During the final meeting with Design Review Commission, discussion includes:

Refined site plan and elevations; large scale drawings of entry, street level façade, site amenities; samples of materials and colors; and finished perspective renderings

ACTION:

The Design Review Commission will provide feedback to the applicant and ensure that the proposed structure meets the intent of the Downtown Core (DC) Design Guidelines. The commission may provide direction to the applicant to rectify aspects of the design to bring it more into compliance with the design guidelines.

The Design Review Commission may approve, approve with conditions or deny the design.

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**COEUR D'ALENE DESIGN REVIEW COMMISSION
FILE NUMBER DR-4-15
RECORD OF DECISION**

A. INTRODUCTION:

Rob Berger, Manager of Crafted Tap House LLC, is requesting the Design Review Commission's approval for the design and expansion of the existing parking lot use for a beer garden and support structures for Crafted Tap House. The existing zoning is Downtown Core (DC)

B. SUMMARY OF EVIDENCE RECEIVED:

1. The first meeting with the applicant was held on July 9, 2015.
 - a. Comments were received from:

Chris Evans, PLLC (General Manager), members of the public and the Design Review Commission:

Motion by Ingalls, seconded by Patano, to move to the second meeting. The motion passed unanimously.

2. The second and final meeting with the applicant was held on March 10, 2016.
 - a. Comments were received from:

Rob Berger, Manager of Crafted Tap House, (Applicant), members of the public and the Design Review Commission:

C. GUIDELINES THAT HAVE BEEN MET: (*Write N/A for Not Applicable – add comments if necessary*)

DESIGN GUIDELINES:

In order to approve the request, the Design Review Commission will need to consider any applicable design guidelines for the proposed project.

- *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*
- *Gateway*
- *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*

D. DESIGN DEPARTURES:

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)

REQUESTED DEPARTURE:

- A departure from the Roof Edge requirement in the guidelines requiring that flat roofs shall have projecting cornices to create a prominent edge when viewed against the sky.

E. FINAL DECISION:

The Design Review Commission, pursuant to the aforementioned, finds that the request for design departure for the design and expansion of the existing parking lot use for a beer garden and support structures for Crafted Tap House is approved/denied with the following conditions:

PROPOSED CONDITIONS:

1. The DRC approval is subject to the City Council approval of the proposed Porta Potty Ordinance (Item 0-1-16) and subject to the provisions of the approved ordinance and the requirement to obtain proper permits.
2. The applicant must adhere to the site plan as proposed.

Motion by, seconded by, to (approve), (approve with conditions), or (deny the design) the foregoing Record of Decision.

ROLL CALL:

Commissioner Messina	Voted
Commissioner Dodge	Voted
Commissioner Ingalls	Voted
Commissioner Lemmon	Voted
Commissioner Patano	Voted
Commissioner McKernan	Voted
Alternate Commissioner Green	Voted
Alternate Commissioner Johnson	Voted

CHAIRMAN GEORGE IVES

STATE OF IDAHO)

) ss.

County of Kootenai)

On this _____ day of _____, 20____, before me, a Notary Public, personally appeared _____, known to me to be the _____ of the Design Review Commission,

Respectively, of the City of Coeur d'Alene that executed the foregoing instrument and acknowledged to me that said Design Review Commission of the City of Coeur d'Alene executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year in this certificate first above written.

Notary Public for _____

Residing at _____

My Commission expires: _____

Pursuant to Section 17.09.335A Appellate Body, "Final decisions of the Design Review Commission may be appealed to the City Council if an appeal is requested within 10 days after the record of decision has been issued. The appeal shall be in the form of a letter written to the Mayor and City Council and shall be filed with the Planning Director or his or her designee."

Section 17.09.340C, Lapse of Approval states that "Unless a different termination date is prescribed, the design approval shall terminate one year from the effective date of its granting unless substantial development or actual commencement of authorized activities has occurred. However, such period of time may be extended by the Design Review Commission for one year, without public notice, upon written request filed at any time before the approval has expired and upon a showing of unusual hardship not caused by the owner or applicant."

A copy of the Design Review Commission's Record of Decision Worksheet will be available upon request from the Planning Department at 208-769-2240.

RIGHT OF APPEAL

FINAL DECISIONS OF THE DESIGN REVIEW COMMISSION MAY BE APPEALED TO THE CITY COUNCIL. THE WRITTEN APPEAL MUST BE RECEIVED BY THE PLANNING DIRECTOR WITHIN TEN (10) DAYS AFTER THE WRITTEN RECORD OF DECISION IS DISTRIBUTED AS REQUIRED BY MUNICIPAL CODE SECTION 17.09.330(B). THE APPEAL MUST BE ACCOMPANIED BY THE APPEAL FEE AND STATE THE FILE NUMBER OF THE PROJECT BEING APPEALED.

COMPLIANCE WITH APPROVED PLAN

ONCE APPROVED, THE PROJECT MUST BE DEVELOPED IN ACCORDANCE WITH THE APPROVED PLANS AND ALL CONDITIONS OF APPROVAL. IF THE DEVELOPMENT APPLICANT WISHES TO MODIFY THE DESIGN IN A SUBSTANTIAL MANNER OR SUBMITS AN APPLICATION FOR PERMIT APPROVAL THAT DOES NOT INCORPORATE ALL OF THE SUBSTANTIVE ELEMENTS OF THE APPROVED DESIGN, THE DEVELOPMENT APPLICANT MUST SUBMIT THE REVISED PLAN FOR DESIGN REVIEW AND APPROVAL. COMPLIANCE WITH THE APPROVED DESIGN WILL BE DETERMINED BY THE PLANNING DIRECTOR OR HIS OR HER DESIGNEE. THE RECORD OF DECISION WILL BE RECORDED SO THAT SUBSEQUENT OWNERS ARE MADE AWARE OF THE CONDITIONS OF APPROVAL.

**DESIGN REVIEW COMMISSION
STAFF REPORT**

FROM: TAMI STROUD, PLANNER
DATE: APRIL 14, 2016
SUBJECT: DR-1-16: REQUEST FOR AN EARLY DESIGN CONSULTATION WITH THE DESIGN REVIEW COMMISSION FOR FIVE (5)-ONE BEDROOM UNITS, WITH FIVE (5) GARAGE STALLS IN THE DO-E INFILL DISTRICT.

LOCATION: 926,930,934,936 and 938 E. Mullan Avenue

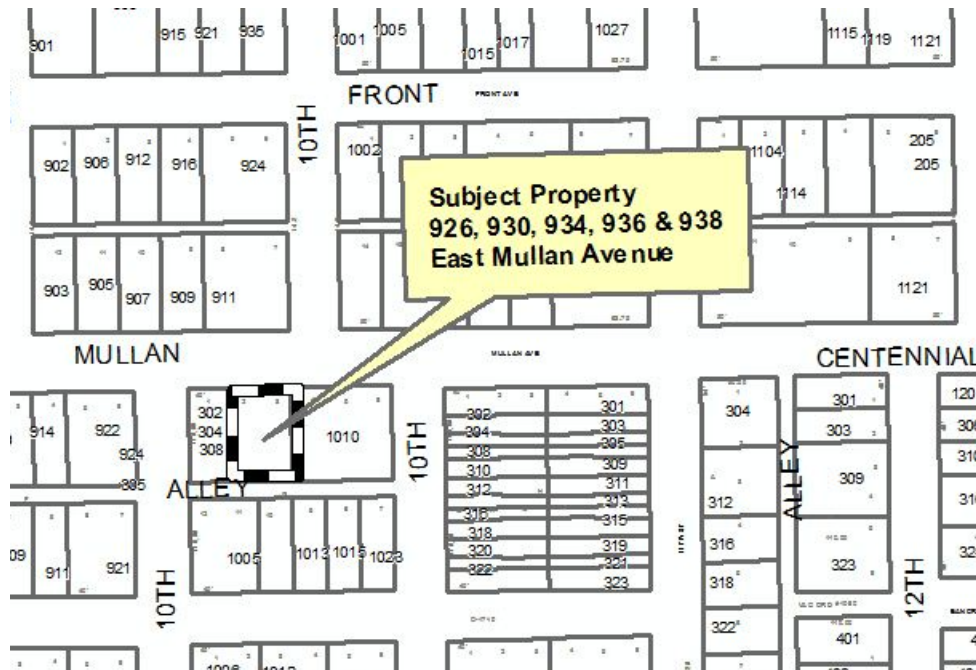
APPLICANT/OWNER:
Dennis Cunningham, Active West Builders
PO Box 3398
Coeur d'Alene, ID 83814

ARCHITECT:
Rainey Design Group
311 E. Sherman Avenue
Coeur d'Alene, ID 83814

ACTION: The Design Review Commission will provide feedback to the applicant and staff on how the applicable design guidelines affect and enhance the project. The DRC will provide direction to the applicant as the project progresses to the DRC second meeting, and may suggest changes or recommendations to the proposed project.

DECISION POINT: Active West Builders is requesting the Design Review Commission's early design consultation for an approximate for 5 single-family structures. This would replace the existing single family dwelling on the site. The property is currently zoned R-12 and is within the Infill Downtown Overlay East (DO-E).

A. SITE MAP:



GENERAL INFORMATION:




17.09.320: A. Development applicants shall seek to engage with the City review processes as soon as possible, before numerous substantive design decisions are made and fixed. Therefore, initial meetings with the City shall not include definitive designs, but rather broader descriptions of the development program and objectives, the constraints and opportunities presented by the site, and an analysis of the neighborhood setting that surrounds the site. The City intends to work in a collaborative fashion so that the outcome can meet both the goals of the City and the applicant, as well as address concerns of people who live and own property and businesses in close proximity to the development.

B. AERIAL VIEW:





SUBJECT

		<p>1008 Mullan Ave. Coeur D Alene, ID 83814</p>		<p>DATE: 2/22/16 DRAWN: DALE R. A-5</p>
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C. PROJECT ANALYSIS

Dennis Cunningham is requesting the Design Review Commission’s Early Design Consultation for the design and construction of five (5) 1br. residential units totaling 7,710 sq. ft. with five (5) garages. The subject property is within the R-12 (Residential at 12 units/acre) and Infill Overlay District DO-E zoning districts.

The property is located at **926,930,934,936 & 938 E. Mullan Avenue** and is generally described as +/- .177 acres and legally described as: Lot 2, Except the West 10 feet thereof, and all of Lot 3, Block G, City of Coeur d’Alene, according to the plat recorded in Book A of Plats at Page 79, records of Kootenai County, Idaho.

There is currently a single-family dwelling unit on the site which will be removed. The alley to the rear is partially paved and will require improvements. Two of the five (5) units will be attached to the garages on the rear of the property. All units will be accessed from the alley where the garages are to be located.

The applicant is requesting the Design Review Commission's early design consultation for a 5 single-family structures currently addressed as 1008 Mullan Avenue. The property is currently zoned R-12 and is within the Infill Overlay Downtown East (DO-E).

The applicant's project information has been included in your packet.

Evaluation:

The Design Review Commission may consider discussing the following during the initial meeting with the applicant:

- Orientation; and
- Massing; and
- Relationships to existing sites and structures; and
- Surrounding streets and sidewalks; and
- How the building is seen from a distance; and
- Requested design departures

D. REQUESTED DESIGN DEPARTURES:

NONE

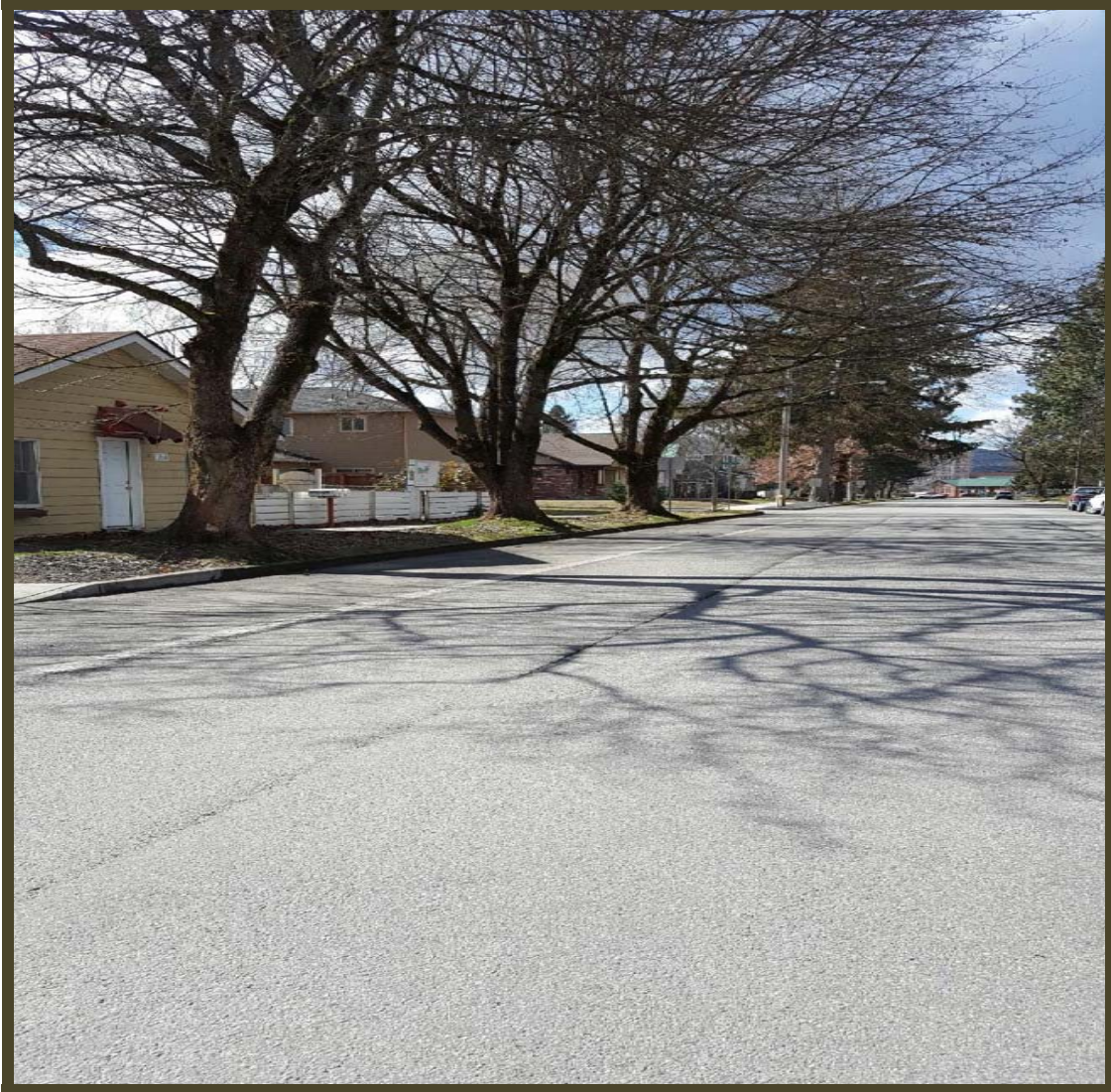
E. SITE PHOTOS: VIEW FROM: 1008 Mullan Avenue



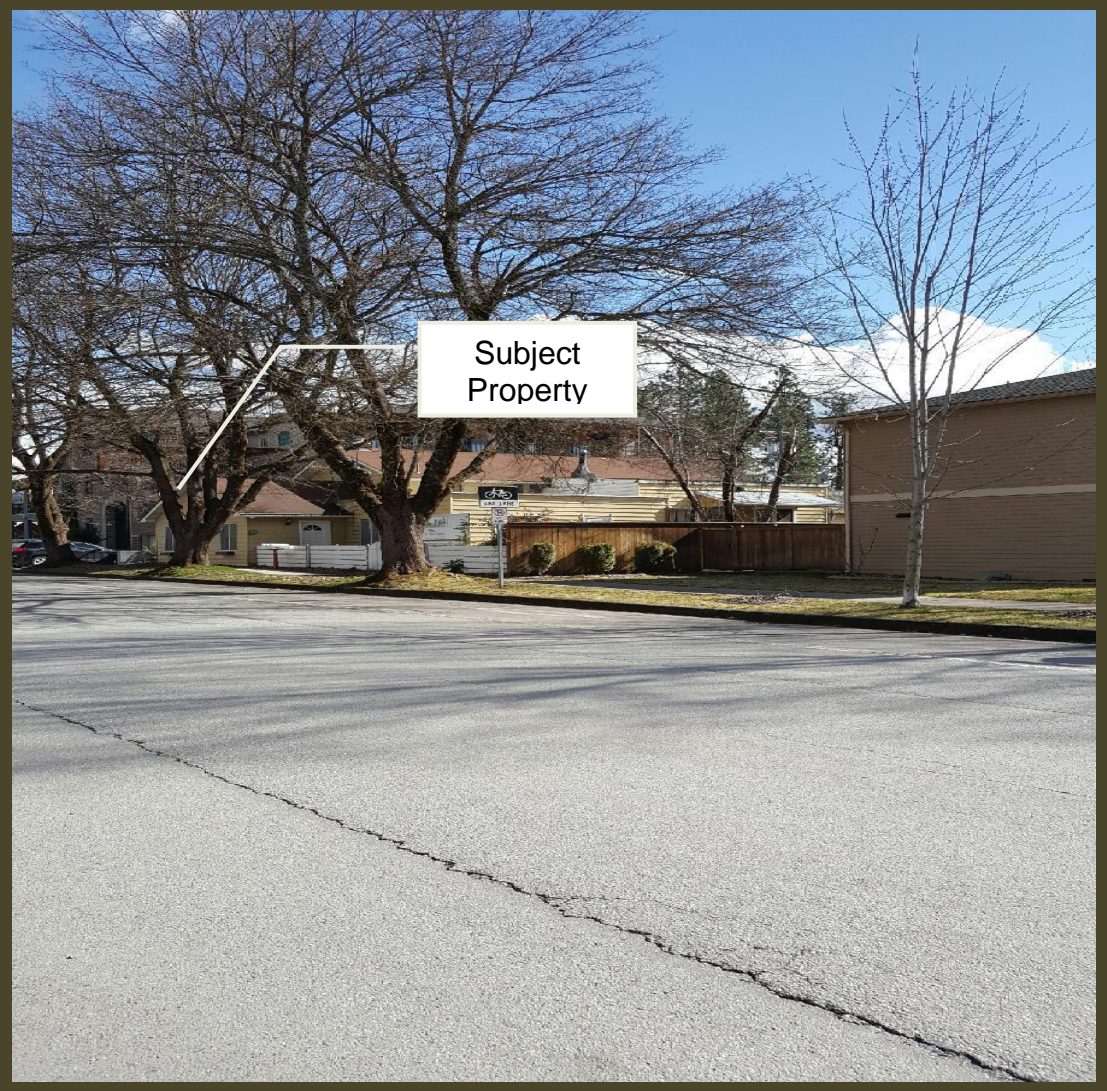
SITE PHOTOS: View From Mullan Avenue East



SITE PHOTOS: View From Mullan Avenue West



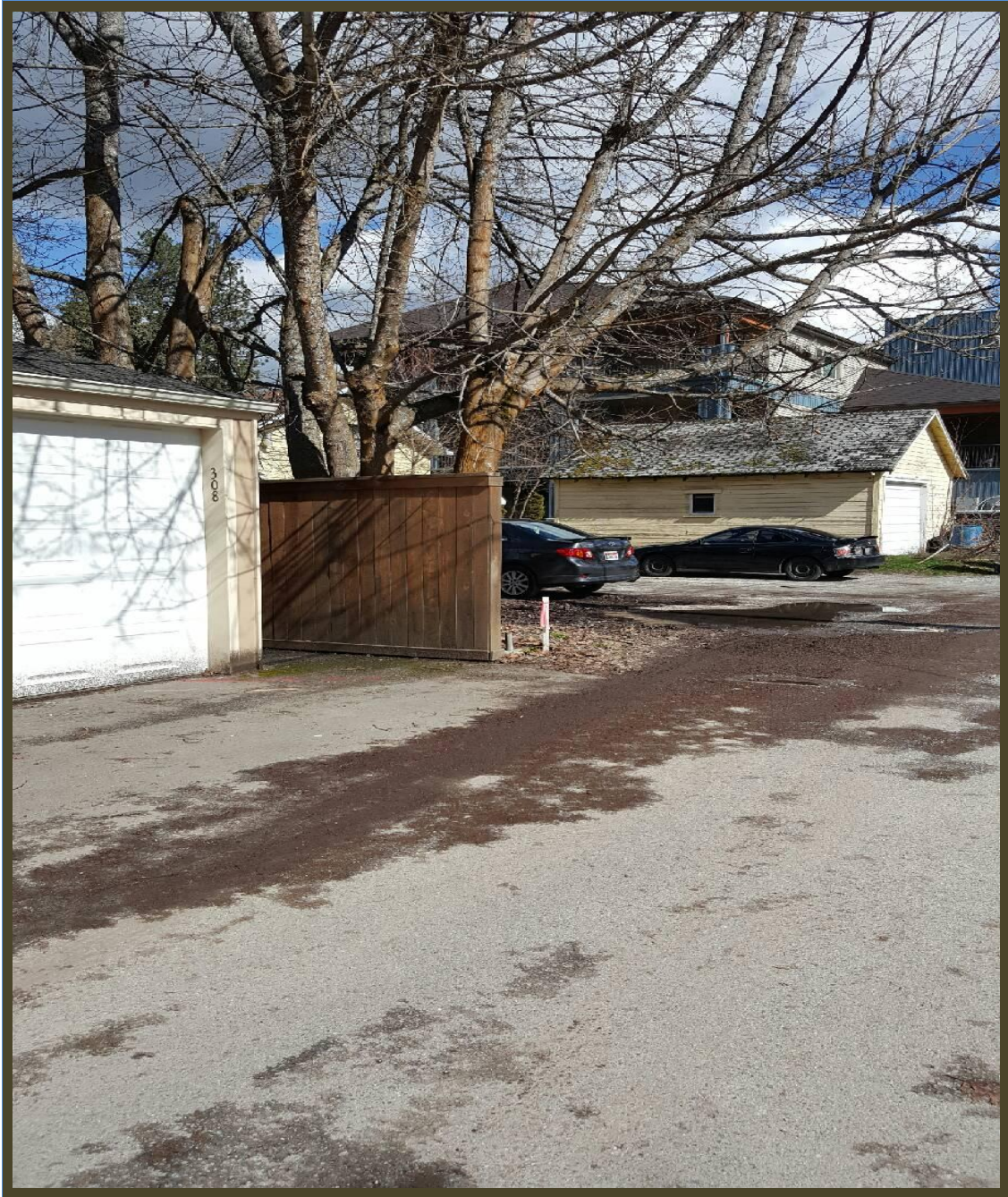
SITE PHOTOS: 1008 East Mullan Avenue (926,930,936 & 938 East Mullan Avenue)



SITE PHOTOS: View from looking Northeast



SITE PHOTOS: View From Alley Access/Rear Parking



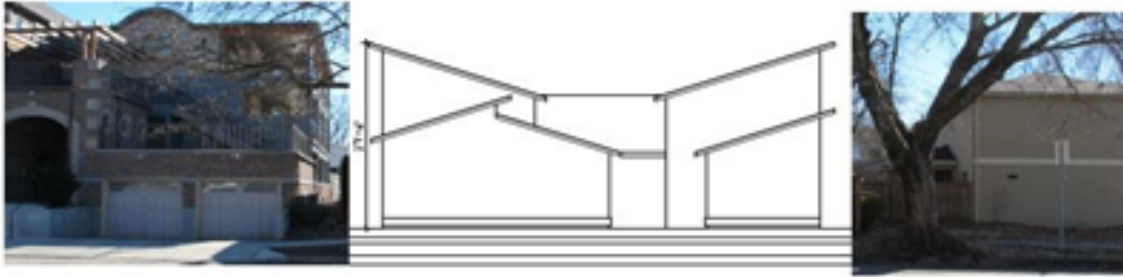


Massing: Base/Middle/Top




In order to reduce the apparent bulk of multi-story buildings and maintain pedestrian scale by providing a sense of “base,” “middle,” and “top,” the following guidelines must be met:

1. Top: The “top” of the building shall emphasize a distinct profile or outline with elements such as projecting parapets, cornices, upper level setbacks, or pitched rooflines.
2. Middle: The “middle” of the buildign must be distrint by change in material or color, windows, balconies, step backs, or signage.
3. Base: Buildings shall have a distinct “base” at the ground level, using articulation and materials such as stone, masonry, or decorative concrete. Distinction may also be defined by the following:
 - a) Windows
 - b) Details
 - c) Canopies
 - d) Bays
 - e) Overhangs
 - f) Masonary strips & cornice lines

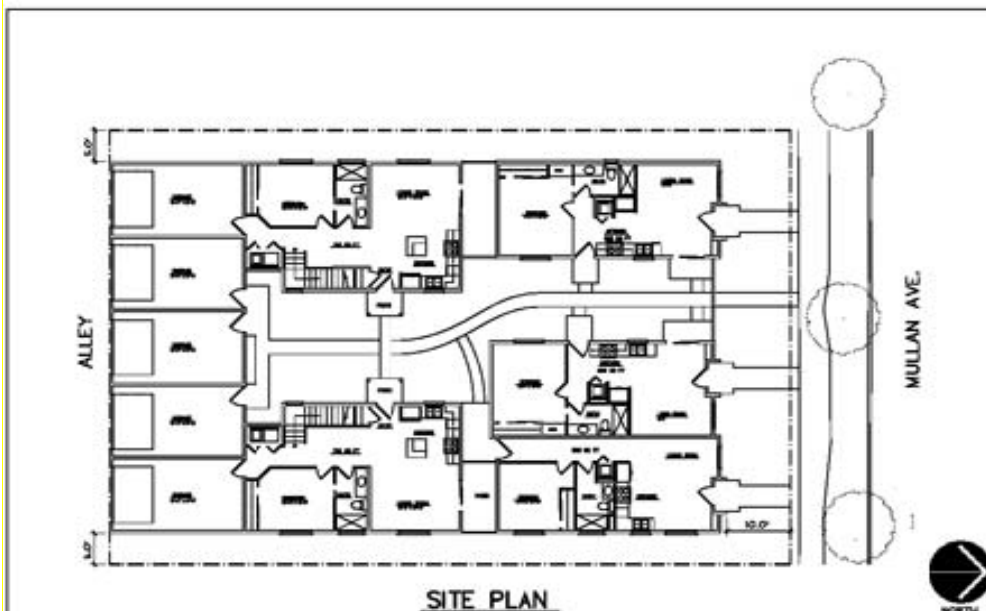
GENERALIZED MASSING






MASSING VIEW FROM MULLAN

 Rainey <small>DESIGN GROUP</small> <small>2024-2025</small>	 ACTIVEST <small>High Performance Healthy Green Buildings</small>	1008 Mullan Ave. Coeur D Alene, ID 83814	 Eco <small>ENERGY</small>	DRW. BOBCK DRAWING DATE 6. A-3
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OVERALL SITE PLAN:



SITE PLAN

 Rainey <small>DESIGN GROUP</small> <small>2024-2025</small>	 ACTIVEST <small>High Performance Healthy Green Buildings</small>	1008 Mullan Ave. Coeur D Alene, ID 83814	 Eco <small>ENERGY</small>	DRW. BOBCK DRAWING DATE 6. A-1
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During the second meeting with Design Review Commission, discussion includes:

The site plan with major landscaped areas, parking, access, sidewalks and amenities; and elevations of the conceptual design for all sides of the proposal; and perspective sketches (but not finished renderings); and a conceptual model is strongly suggested (this can be a computer model).

Design guidelines for consideration are as follows:

DO-E

- 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

The Design Review Commission may suggest changes or recommendations to the applicant prior to the second meeting.

ACTION: The Design Review Commission will provide feedback to the applicant and staff on how the applicable design guidelines affect and enhance the project. The DRC will provide direction to the applicant as the project progresses to the DRC second meeting, and may suggest changes or recommendations to the proposed project.



Project Information

Site Address: 1008 E. Mullan Ave.

Parcel Number: C171000G003A

Legal Description: LOT:3 BLK:G SEC:24 SUBD:06 CDA URD SEC/TWN/RNG/MER:SEC 24 TWN 50N RNG 04W
CDA CITY, E 30'-LT 2, LT 3 BLK G URD LAKE DISTRICT 1997 24 50N 04W

Site Area: 7710 Sq Ft = .177 Acres

Zoning: R-12 – Infill Overlay District DO-E

Occupancy: Residential – (R-3)

Units: 5 – 1br/1ba units

Parking: 5 Garage spaces

Floor Area: Living – 3751 Sq Ft
3100 Sq Ft 1st Floor, 651 Sq Ft 2nd Floor

Garage – 1220 Sq Ft

Lot Coverage: 56%

Developer: Active West LLC