

**DESIGN REVIEW COMMISSION MEETING**  
**UPPER LEVEL, CONFERENCE ROOM #6**  
**710 E. MULLAN**  
**THURSDAY, November 15, 2018**  
**12:00 pm**

**12:00 P.M. CALL TO ORDER:**

**ROLL CALL:** Ives, Ingalls, Lemmon, Messina, Pereira, Gore, Green, Ward

**APPROVAL OF MINUTES:**

August 23, 2018

**NEW BUSINESS:**      **\*\*\*ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS**

1.      Applicant:      Monte Miller  
         Location:      1045 N. 4<sup>th</sup> Street  
         Request:      Request for an Early Design Consultation with the Design Review Commission for an 8-unit, 2-story apartment complex known as "Midtown Apartments". The property is zoned C-17 and is within the Midtown Overlay (MO) zoning district. (DR-8-18)

**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 City of Coeur d'Alene will make reasonable accommodations for anyone attending this meeting who requires special assistance for hearing, physical or other impairments. Please contact Shana Stuhmiller at (208)769-2240 at least 24 hours in advance of the meeting date and time.***

**DESIGN REVIEW COMMISSION  
MINUTES  
AUGUST 23, 2018  
UPPER LEVEL, CONFERENCE ROOM # 6  
710 E. MULLAN  
12:00 pm**

**COMMISSIONERS PRESENT:**

George Ives, Chairman  
Jon Ingalls  
Joshua Gore  
Jef Lemmon  
Tom Messina  
Rick Green  
Michael Pereira, (Alternate)  
Phil Ward, (Alternate)

**STAFF MEMBERS PRESENT:**

Tami Stroud, Planner  
Shana Stuhlmiller, Admin. Assistant

**COMMISSIONERS ABSENT:**

**CALL TO ORDER:**

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

**APPROVAL OF MINUTES:**

Motion by Messina, seconded by Ward, to approve the minutes of the Design Review Commission meeting on June 28, 2018. Motion approved.

**COMMISSION COMMENTS:**

**STAFF COMMENTS:**

**PUBLIC COMMENTS:**

## **NEW BUSINESS**

1. Applicant: Coeur d'Alene Lodging Associates, LLC  
Location: 1619 W. Lee Court  
Request: Coeur d'Alene Lodging Associates, LLC is requesting a second meeting with the Design Review Commission for the design of a 4-Story 114 room hotel in the C-17 (Commercial at 17 units/acre) zoning district. (DR-5-18)

Tami Stroud, Associate Planner stated that Coeur d'Alene Lodging Associates, LLC is requesting a second meeting with the Design Review Commission for the design of a 4-Story 114 room hotel in the C-17 (Commercial at 17 units/acre) zoning district.

Ms. Stroud provided the following Statements:

- As far as parking is concerned, the applicant is providing 113 on-site parking spaces along the front/sides and rear of the proposed hotel.
- The applicant is proposing Shared Parking for the remaining parking stall to be provided in a nearby existing parking area used for retail tenant space. Per Section 17.44.250 of the Zoning Code, the proposed off-site parking is within the 400' requirement allowed by code.
- The applicant is also required to provide an agreement for the off-site parking, to be reviewed and approved by the city attorney, which guarantees that the parking will be maintained and reserved for the use served.
- There was a brief discussion during the June 2018, DRC meeting with regard to the ingress/egress onto Appleway, and the concern with access alignment for the proposed access for the use, and the existing driveway on the north side of Appleway accessing WinCo. Chris Bosley, City Engineer provided comments regarding the access points along Appleway and he stated that the driveway alignment along Appleway (north and south sides), will eliminate left turn conflicts between the two driveways (much like a 4-way intersection), thus reducing the chance of any head' on accidents.

Ms. Stroud concluded her presentation and stood for questions:

Commission Comments

There were no questions for staff.

Public testimony open,

Joshua Wilcox provided the following statements:

- Street trees will be provided on both sides of Lee Court.
- Walkways will be provided around the perimeter of the building.
- They are not connecting Lee Court to Cracker Barrel property.
- Parking lot landscaping plan was noted with canopy trees provided in the island.
- Lighting will be provided on the light poles that will be downward site specific.

Commissioner Ingalls inquired about the walkway going to Appleway says on the plan that it shall be a minimum 5ft and questioned if that is correct.

Mr. Wilcox explained that all sidewalks will be a minimum of 5ft.

Commissioner Ingalls noted on the landscape strip between the sidewalk and parking lot along Appleway it says that strip shall be a minimum of 6ft wide.

Mr. Wilcox stated that all those requirements will be met.

Mr. Wilcox continued his presentation:

- He stated they will provide a trash enclosure on the property it will be a forced item trash enclosure that won't have a roof on it and the container will be pushed closer to the curb so the container will be hidden.
- They will have some flag poles and ground signs on the property.
- The roof top equipment will be located closer to the indoor pool unit to be located behind the building and not seen from the street.
- He described the entrance from the street and explained that the majority of the guests will be coming from the north to the site. Guests will be routed to the front door in front of an outdoor sitting area with a fire pit.
- Windows facing the street and blank walls he showed renderings of the hotel. All windows will be broken up to not have a just a blank wall. He stated that the windows are large enough to show some amenities.
- He showed a board highlighting all the colors and materials that will be used on the building.
- He stated that beacons will be at the ground level and are associated with the hotel chain. He explained that the beacons are associated with the Home 2 chains and the light will be white.

Mr. Wilcox concluded his presentation and asked if the commission had questions:

There were no questions for the applicant.

Public testimony closed.

Commissioner Ward commented that he likes the project and would move to make this the final meeting.

Motion by Ward, seconded by Lemon, to approve item DR-5-18. Motion approved.

2. Applicant: CDA Partners Mullan, LLC  
Location: 821 E. Mullan Avenue  
Request: CDA Partners Mullan, LLC is requesting a meeting with the Design Review Commission for a modification to the approved plan with the addition of a carport structure. (DR-4-16m)

Tami Stroud, Associate Planner stated that CDA Partners Mullan, LLC is requesting the approval of the carport structure in the rear portion of the subject property to provide covered parking for 35-39 of the tenant parking stalls for the multi-family project. The property is within the Infill Overlay – East (DO-E) district.

Ms. Stroud provided the following statements:

- The property is located on Mullan Avenue between 8<sup>th</sup> and 9<sup>th</sup> Street.
- The multi-family project known as the "Lakes Apartments" is currently under construction and was approved by the DRC on August 25, 2016,
- The applicant has proposed a +/- 7,200 square foot carport in the parking area along the alley to provide covered parking for the multi-family project, which fronts along Mullan Avenue and is within the Infill Overlay Eastside (DO-E) district.
- The carports will provide coverage for 35-39 of the 58 stalls required for the multi-family project.

- The maximum height allowed in the DO-E district is 35' feet for a residential structure. The proposed carport structure is 20' at the highest vertical support and 10' 6" to the top of the carport covers
- She stated there are no Design Departures requested.
- Because the request is for accessory structures, the DRC would only need to make a finding stating that the proposed modification to the approved design is or is not in conformance with the intent of the Infill Downtown Overlay Eastside (DO-E) district regulations and guidelines.

Ms. Stroud concluded her presentation and stood for questions.

Commission Comments:

There were no questions for staff.

Public testimony open:

Tim Wilson applicant representative provided the following statements:

- He stated that the carports will be constructed along the alley.
- He stated by providing the carport the parking will be covered.
- They will be using the same materials that were used on the building on the carports.
- They will have concrete piers vertical metal support system with the color being a dark grey to match the building.
- The tallest part of the carport is 20 feet tall and the parking stalls are 10'-6 low slope roof system.
- He stated they will be able to use the carports for lighting up the parking lot that will provide another good safety feature. The position of the light will be facing downward to not disturb the surrounding neighbors.
- This will be a big benefit to the tenants to provide covered parking.
- He stated you won't be able to see the carports from the street.

Mr. Wilson concluded his presentation and asked if the commission had questions.

Chairman Ives inquired if the grassy areas located on the parking lot will be able to provide a spot for drainage.

Mr. Bowers stated yes they will provide a high performance filtration system to collect water on the property.

Chairman Ives stated after reading the narrative that this type of landscaping meets the code.

Mr. Wilson explained that the only thing added would be some additional concrete piers.

Commissioner Ingalls stated look at projects done a long time ago would have landscape area. He asked would this meet the requirements.

Ms. Stroud explained that this project would still need to see if it meets the standards but when they do apply for a permit will check to see the requirements are met.

Chairman Ives stated that is likes the idea of having covered parking for this project especially in the winter and help make this building more attractive.

Commissioner Ingalls commented that the addition of these carports will be an improvement and instead of a flat parking lot will be enhanced. He stated the downside is by allowing these carports will cause the removal of four trees but feels these carports will hide the parking area.

Commissioner Lemmon stated that he likes the design and suggested to add some landscaping such as bushes or taller grasses to soften the transition between the two parking spaces.

Mr. Bower commented that additional landscaping could be considered.

Motion by Ingalls, seconded by Pereira, to approve item DR-4-16m. Motion approved.

3. Applicant: Wiggett Partnership, LLC  
Location: 119 N. 4<sup>th</sup> Street  
Request: Wiggett Partnership, LLC is requesting a Design Review Commission's Early Design Consultation for proposed additions on an existing structure. (DR-7-18)

Tami Stroud, Associate Planner stated that Phil Boyd on behalf of Wiggett Partners, LLC are requesting Design Review Commission's Early Design Consultation for the design of two rooftop expansions on an existing structure known as the "Wiggett Building". The subject property is in the DC (Downtown Core) zoning district where the Downtown Design Guidelines are applicable for the proposed expansion.

Ms. Stroud provided the following statements:

- In December 2017, staff administratively approved a request for façade improvements on the "Wiggett Building" including replacement windows and awnings, and the addition of a stairwell on the west (interior) side of the structure, to provide improved access and meet accessibility requirements for the building. Because it was not considered a substantial change to the façade, and the building improvements were along the interior side of the building, it did not trigger DRC approval.
- The applicant is now requesting the Design Review Commission's early design consultation for a two proposed building additions on an existing structure known as the "Wiggett Building".
- The building "Wiggett Building" was constructed in 1928 by JW Wiggett specifically to lease to the Montgomery Ward Department.
- The applicant is considering two building additions as follows:
  - Adding a <2,000 sf addition above the upper north roof as a 4th floor.
  - And potentially expanding the 3rd floor by +/- 3,000 sf above the lower south roof.
- The proposed expansion of the 3<sup>rd</sup> floor of the warehouse section of the existing building, above the lower south roof of approximately 3,000 SF.
- The expansion will be used as office space. The proposed north rooftop expansion and the addition of a 4<sup>th</sup> floor of the main building are +/- 2,000 SF and will provide for a residential living unit.
- The subject property is located within the Downtown Core (DC) zoning district. Any new project within the Downtown Core, south of the midblock of Lakeside/Coeur d'Alene requires Design Review Commission review and is subject to the Downtown Design Guidelines.
- She stated that there are no requested Design Departures

Ms. Stroud concluded her presentation and stood for questions.

#### Commission Comments:

There were no questions for staff.

Monty Miller applicant representative provided the following statements:

- He showed some pictures of the existing building in the 30s and windows will be designed the same as they are today.
- A retractable awning will be replaced with a fixed awning that will be painted steel. All the windows on the third floor will remain.
- He showed some shots of the building the southwest corner.

- He showed the southwest corner is a blank wall and they will have some terraces and material used would be steel and glass.
- He stated that the graphic of the Montgomery Ward store will be restored.
- He explained a view overlooking Sherman to addition they are proposing on the lower roof form which will be lower than the building on the corner of Sherman.
- He showed samples of the materials that will be used on the building.

Mr. Miller concluded his presentation and asked if the commission had any questions.

Commissioner Ingalls inquired about the vertical sign on the building and if that sign will be used to list the future tenants.

Mr. Miller explained that sign will be used for the retail tenants.

Mr. Boyd explained that they wanted to minimize the signage on the building.

Commissioner Lemmon inquired about the metal building on the building and questioned what is the material.

Mr. Miller explained that the metal is weather copper steel which has a four inch profile.

Ms. Stroud explained parking in the Downtown Core that the building must expand more than parking 25% to trigger parking.

Mr. Miller commented that all the maple floors in the building will be preserved.

Commissioner Ingalls stated that he appreciates the applicant trying to preserve this building and the project looks great. He appreciates that they designed the east elevation to blend with the historical character of the building. He stated that the roof top addition is subtle and stepped back so you won't notice it.

Commissioner Lemmon inquired if there will be a buffer between this building and the surrounding commercial buildings.

Mr. Miller noted on the site plan a planting area with some trees but nothing between. He stated they did discuss put additional landscaping between the buildings.

Mr. Boyd explained that they will be moving the trash bin behind the building so additional landscaping can be added in that spot.

**Motion by Ingalls, seconded by Ward, to approve Item DR-7-13. Motion approved.**

**ADJOURNMENT:**

Motion by Lemmon, seconded by Ingalls, to adjourn the meeting. Motion approved.

The meeting was adjourned at 1:00 p.m.

Prepared by Shana Stuhlmiller, Public Hearing Assistant

**DESIGN REVIEW COMMISSION  
STAFF REPORT**

FROM: TAMI STROUD, PLANNER  
DATE: NOVEMBER 15, 2018  
SUBJECT: DR-8-18: REQUEST FOR AN EARLY DESIGN CONSULTATION WITH THE DESIGN REVIEW COMMISSION FOR A 2-STORY, EIGHT (8) UNIT APARTMENT COMPLEX KNOWN AS "MIDTOWN APARTMENTS". THE PROPERTY IS ZONED C-17 AND WITHIN THE MIDTOWN OVERLAY DISTRICT (MO)

LOCATION: 1045 N. 4<sup>th</sup> STREET

**APPLICANT/OWNER:**  
Monte Miller  
601 E. Front Ave, Ste. 201  
Coeur d'Alene, ID 83814

**ARCHITECT:**  
Miller Stauffer Architects, LLC  
601 E. Front Ave, Ste. 201  
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:** Monte Miller with Miller Stauffer Architects is requesting the Design Review Commission's early design consultation for an eight (8) unit, 2-story apartment complex known as the "Midtown Apartments". The property is zoned C-17 and is within the Midtown Overlay (MO) District.

**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.

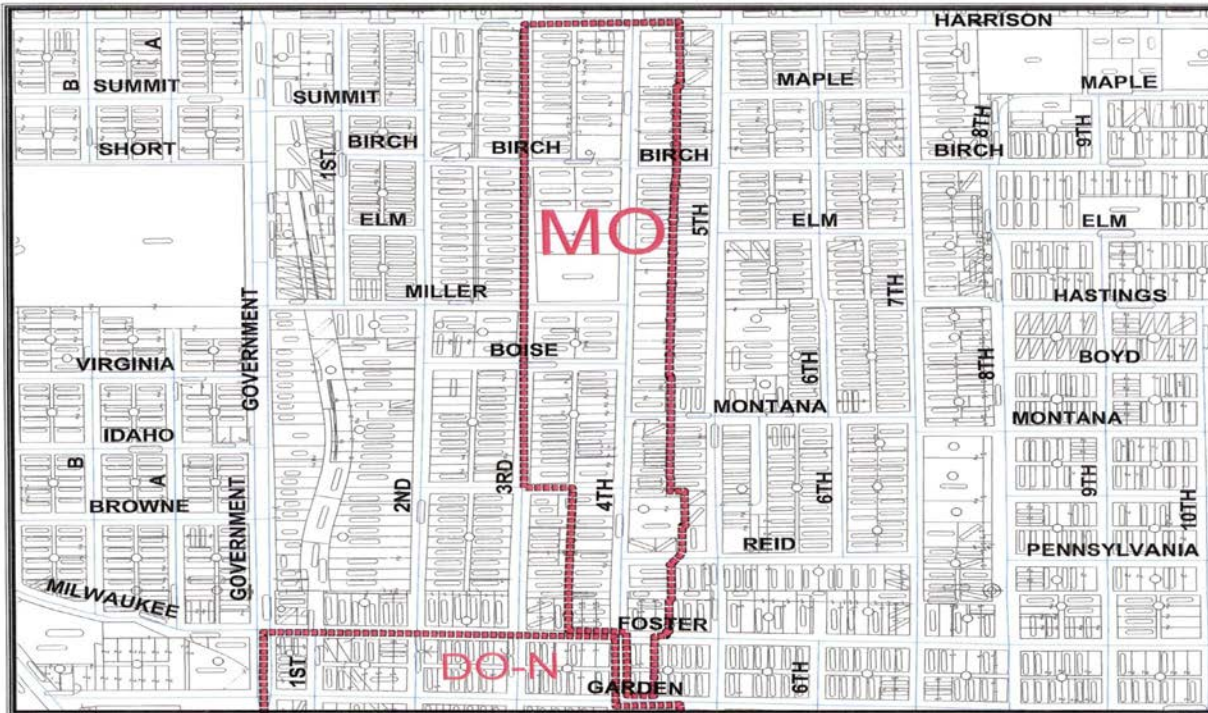
**B: PROJECT ANALYSIS:**

The property is located at 1045 N. 4<sup>th</sup> Street and is on the southwest corner of 4<sup>th</sup> Street and E. Birch Avenue. The property is legally described as The North half of Lot 4, Krotzer’s Addition to Coeur d’Alene, except the west 150 feet of said Lot 4, according to the plat recorded in Book “B” of Plats, Page 33, records of Kootenai County, Idaho.

The “Midtown Apartment” project is comprised of eight residential living units, four per floor with two floors. The overall height of the building is 30 feet. The development lies within the Midtown Overlay (MO) and C-17 zoning districts along 4<sup>th</sup> Street. There are commercial uses along both sides of 4<sup>th</sup> Street, with an existing three story apartment building directly to the south of the subject property. There will be covered parking for the residents, and access will be along the “alley”. Trash enclosures will screen the dumpsters along the “alley”. (A portion of the alley may be part of the overall project site, but is subject to the applicant providing documentation verifying legal ownership.)

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

**MIDTOWN OVERLAY DISTRICT MAP:**



- ❖ DRC review is triggered within the Midtown Overlay District (MO) for any project lot over 2 stories and/or 4 dwelling units.

**MIDTOWN CONTEXT MAP:**



**Evaluation:**

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

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

**C. REQUESTED DESIGN DEPARTURES:**

None.

**D. SITE PHOTOS:**

*Looking west along 4<sup>th</sup> Street toward the subject property which is currently vacant.*



*Looking northwest toward the subject property and the commercial use on 4<sup>th</sup> Street*



Looking north along 4<sup>th</sup> Street at the existing commercial uses.



Looking north from the subject property along the west side of 4<sup>th</sup> Street.



Looking southwest toward the existing apartment structure and Safeway's market beyond.



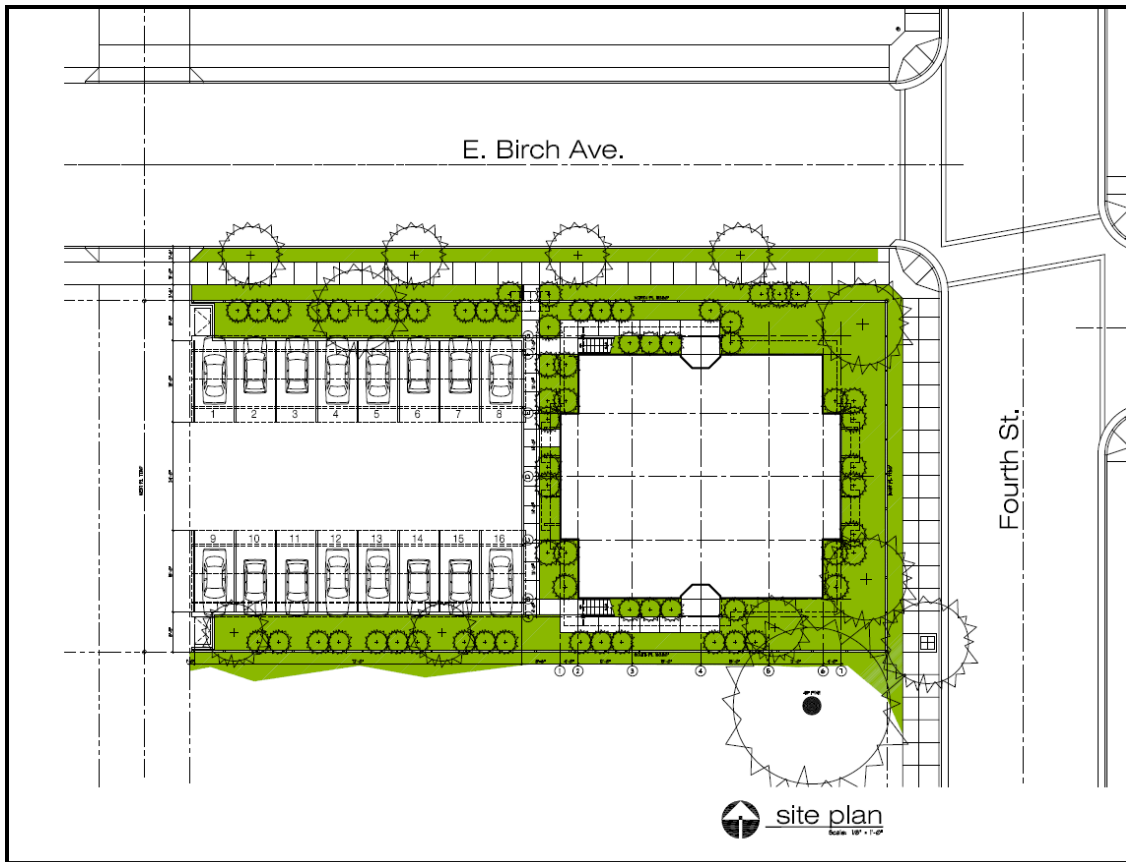
Looking north from the subject property along 4<sup>th</sup> Street.



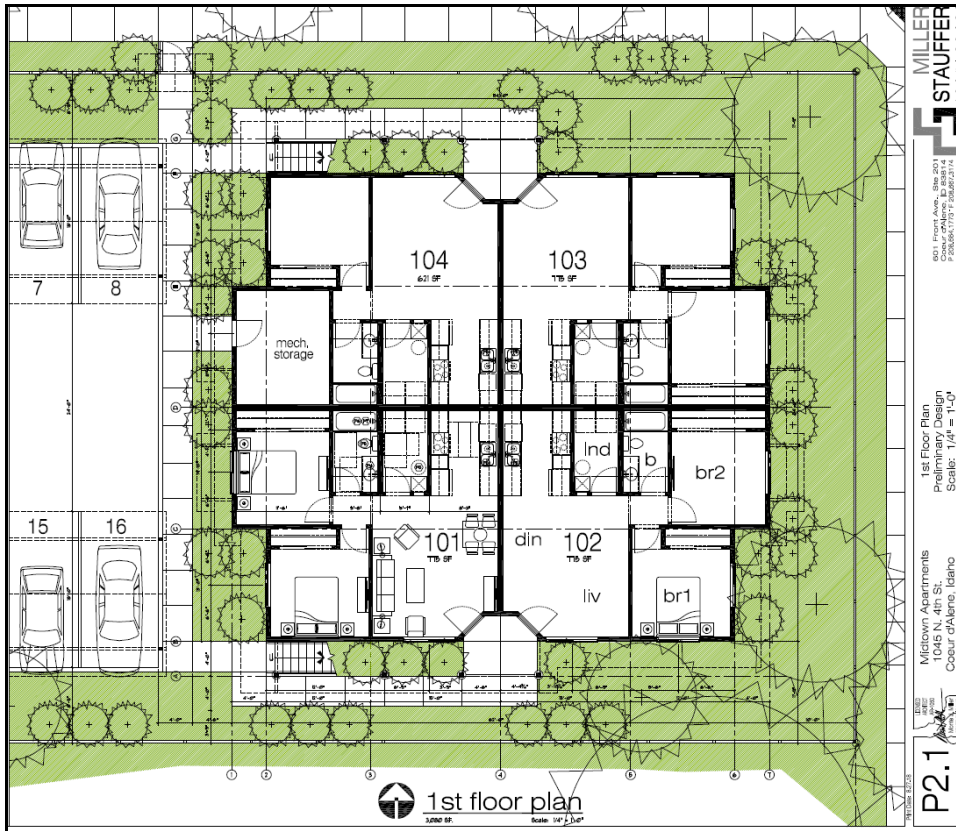
Looking east from the subject property toward the restaurant and services uses.



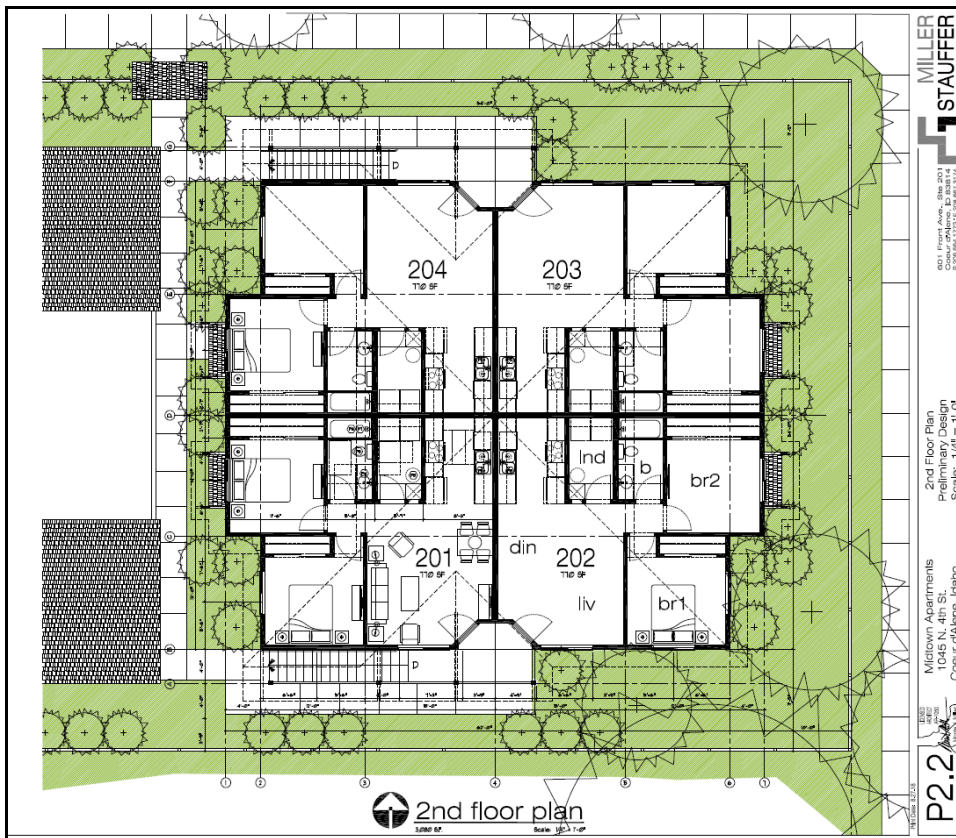
**SITE PLAN:**



**PROPOSED 1<sup>ST</sup> FLOOR PLAN:**



**PROPOSED 2<sup>ND</sup> FLOOR PLAN:**



**MIDTOWN APARTMENTS CONCEPTUAL PLANS:**

*View from 4th and Birch*



*View from Birch Avenue looking southeast*





**MIDTOWN APARTMENTS CONCEPTUAL PLANS:**

*View from 4th Street and Birch Avenue*



*View from Birch Avenue looking south*

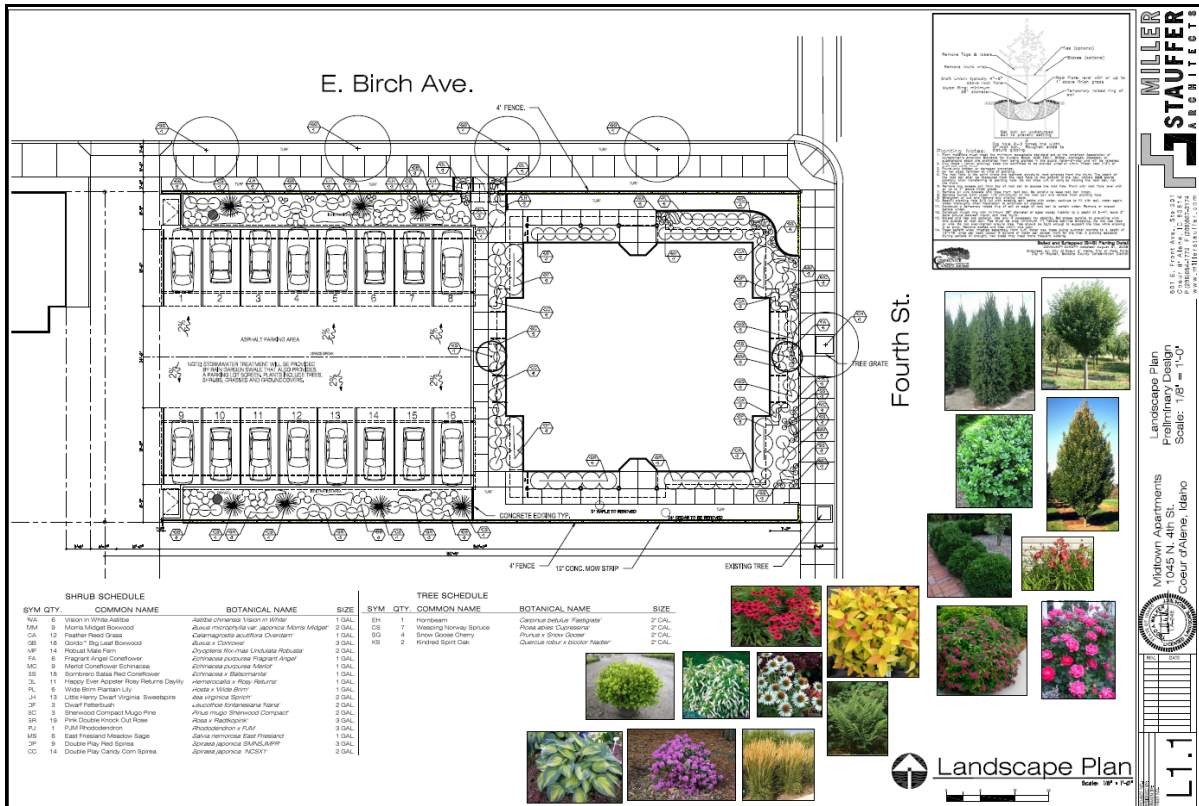


# MIDTOWN APARTMENTS CONCEPTUAL PLANS:

View from 4th Street and Birch Avenue



# LANDSCAPE PLAN:

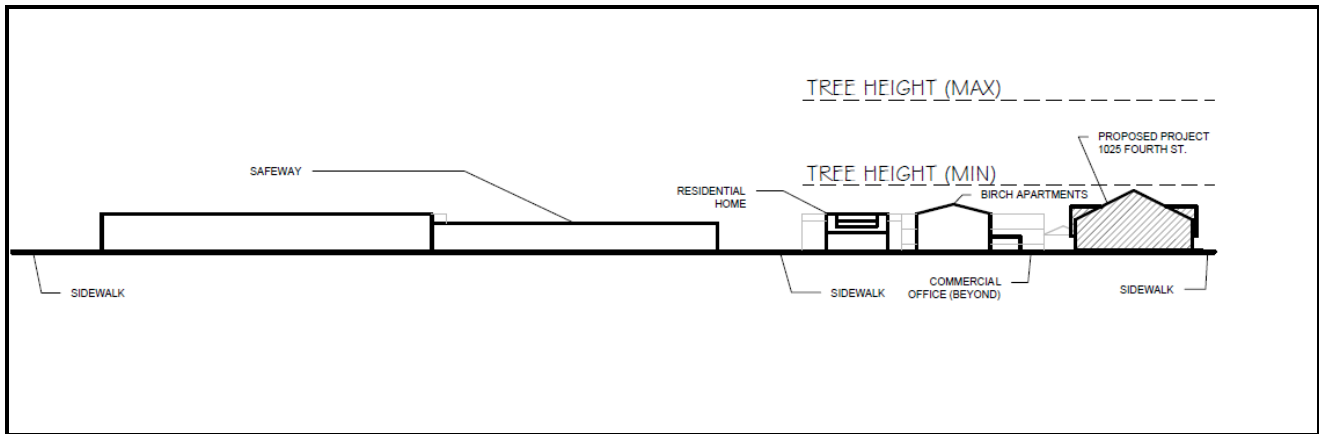


**PROJECT DESCRIPTION (Per the applicant):**

The building integrates massing with four hipped roof slopes with a 6:12 pitch. The middle of the building will have pitched, timber roof beams supporting upper “shed” roof overhangs above the 2<sup>nd</sup> floor windows and lower roof overhangs above the main floor windows. Siding at this section is light gray shingles. Two story forms behind the roof braces will have tan board and batten siding. The base of the building will change to a teal horizontal lap siding and have covered stairs for the 2<sup>nd</sup> floor access. All exterior lighting will be low level. (Additional project information is contained in the applicant’s narrative.)

The overall height of the building is 30 ft. with two roof forms, a symmetrical hipped roof with 6:12 pitch.

**BLOCK ELEVATION:**



**Design standards and guidelines for consideration are as follows:**

**MO**

- 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

(The applicant has addressed the above-standards and guidelines in their narrative included in the packet.)

**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).

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, if one is held, and may suggest changes or recommendations to the proposed project.



October 4, 2018

### Midtown Apartments Narrative

Midtown Apartments is a mid-market rate apartment complex comprising of eight residential living units, four per floor x two floors, situated at the southwest corner of 4<sup>th</sup> St & E. Birch Avenue in Coeur d'Alene's Midtown Overlay District.

The development lies within the C-17 zoning district, surrounded on all four sides by commercial use. The property directly south is a three level apartment complex with 9 living units.

Some of the site design features encouraged by the city zoning consist of: covered parking at the rear of the property with alley access. Landscape buffers separates the covered parking from the property to the south and Birch Ave. to the north. Trash enclosures will screen dumpsters along the alley.

The building integrates massing with four hipped roof slopes with 6:12 pitch. The middle of the building will have pitched, timber roof beams supporting upper "shed" roof overhangs above the 2<sup>nd</sup> floor windows and lower roof overhangs above the main floor windows. Siding at this section is light gray shingles. Two story forms behind the roof braces will have tan board and batten siding. The base of the building will change to a teal horizontal lap siding and have covered stairs for the 2<sup>nd</sup> floor access. All exterior lighting will be low level, down lighting.

The overall height of the building is 30ft with two roof forms; a symmetrical hipped roof with 6:12 pitch and shed roof dormers with 3:12 pitch.



October 4, 2018

### Midtown Apartments / MO District Design Standards

- Midtown Overlay (MO) district description:
  - The intent of this district is to create a lively, neighborhood business district with a mixture of retail, services and residential
  
- Development Intensity
  - Residential Use, Basic FAR: 1 x 12,676sf lot area = 12,676sf max. building area. Proposed building area = 6,080sf or half the allowable. No bonus areas are added however the following bonus features are implemented; landscaped green areas for the tenants, alley enhancements and upgraded building materials.
  
- Building Height allowable
  - (primary): 45 feet, proposed is 30 feet.
  - Accessory 14 feet, proposed is 10 feet.
  
- Parking Standards
  - Apartments, 2-bedroom is 1.75 spaces / U x 8 U = 14 spaces.
  - Proposed, 2 spaces / U x 8 U = 16 spaces.
  
- General Landscaping
  - The building will set back from the 4<sup>th</sup> St sidewalk 8 feet allowing a landscape buffer with a variety of color and texture.
  
- Screening of Parking Lots
  - Parking will be located behind the building with alley access. Landscape buffer will surround the parking on three sides screening the cars from the north and south properties.

- Screening of Trash Receptacles
  - Trash receptacles will be located along the alley and will be screened with fence enclosures complimenting the site fencing.
- Light Intensity
  - All site lighting will be low level, down lighting.
- Screening Rooftop Mechanical
  - All mechanical equipment will be in a mechanical room and on grade behind the building with landscape screening.
- Width and Spacing of Curb Cuts
  - The site is bordered by 4<sup>th</sup> St to the east and E. Birch to the north and none of the frontage will have curb cuts. Access to parking will be from an existing driveway approach behind the building.
- General Landscaping
  - 25% (3,200 SF) of the site will be green. A rich variety of plant material will provide a range of color and texture all year long.
  - The parking area will be bordered by turf areas providing green and stormwater management.
- Fences Next to Sidewalks.
  - A site surrounding fence is proposed with enhanced covered gate entrances. The fence will be visually transparent so landscaping visually flows through the fence.
- Entrances
  - The principal entrance to the site will have a covered, ornamental gate. Both principal building entrances will be covered providing recessed, protected unit entries.
- Orientation to the Street
  - The main entry to the site will be from E. Birch Avenue with a clearly identifiable entrance gate.
- Massing: Base / Middle / Top
  - The top of the building will feature four hipped roof slopes with 6:12 pitch.

- The middle of the building will have pitched, timber roof beams supporting upper “shed” roof overhangs above the 2<sup>nd</sup> floor windows and lower roof overhangs above the main floor windows. Siding at this section is light gray shingles. Two story forms behind the roof braces will have tan board and batten siding.
- The base of the building will change to a teal horizontal lap siding and have covered stairs for the 2<sup>nd</sup> floor access. All exterior lighting will be low level, down lighting.
- Accessory Buildings
  - The covered parking will be landscaped and feature the same colors and the principal building.
- Integration of signs with Architecture
  - The property sign is designed as a ground mount monument sign with similar building finishes and sloping top to mimic the building’s roof pitch.
- Maximum Setback – MO District
  - The building setback from both fronting streets will be less than 10 feet.
- Ground Level Details
  - Pedestrian scale sign
  - Canopy covered site entrance
  - Canopy covered building entrances
  - Pitched timber roof beams will project from the first floor and extend above the 2<sup>nd</sup> floor, supporting upper shed roof forms.
- Roof Edge
  - Pitch of the primary roof will have a 6:12 pitch
  - Dormers facing 4<sup>th</sup> St and alley will feature shed roofs.
  - Roof overhangs will be 3ft for enhanced shadow lines.



**COEUR D'ALENE DESIGN REVIEW COMMISSION  
FILE NUMBER  
DR-8-18  
RECORD OF DECISION**

**A. INTRODUCTION:**

Monte Miller is requesting the Design Review Commission's early design consultation for an (8) units, 2-Story apartment complex known as "Midtown Apartments" The property is currently zoned C-17 and is within the Midtown Overlay (MO).

**B. SUMMARY OF EVIDENCE RECEIVED:**

1. The meeting with the applicant was held on November 15, 2018.
  - a. Comments were received from:

**Monty Miller, 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*)

**Midtown Overlay (MO)**

The boundaries of the MO District are as depicted in subsection C of this section. The intent of this district is to create a lively, neighborhood business district with a mixture of uses, including retail, services, and residential. Storefronts would be relatively continuous along the street within the core of the district. Housing would be encouraged both above and behind commercial uses. Traffic calming measures would be applied and there would be an emphasis on creating a streetscape that would offer safety, convenience and visual appeal to pedestrians.

**DESIGN GUIDELINES:**

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

- 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

**D. DESIGN DEPARTURES:**

**PROPOSED CONDITIONS:**

**None.**

Motion by, seconded by, to approve the foregoing Record of Decision.

**ROLL CALL:**

Commissioner Ingalls	Voted
Commissioner Lemmon	Voted
Commissioner Messina	Voted
Commissioner Gore	Voted
Commissioner Green	Voted
Alternate Commissioner Pereira	Voted
Alternate Commissioner Ward	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.

**Pursuant to Section 17.09.335** of the Municipal Code, the decision of the Design Review Commission shall become final on **November 3, 2016**, 10 days after the Record of Decision has been issued, unless appealed to the City Council. Any property owner or resident may file an appeal.

## **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 17.09.335(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.**