

**DESIGN REVIEW COMMISSION AGENDA**  
**OLD COUNCIL CHAMBERS**  
**COEUR D'ALENE CITY HALL**  
**710 E. MULLAN AVENUE**  
**Thursday June 23, 2016**  
**12:00 pm**

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

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

**APPROVAL OF MINUTES:**

May 12, 2016

**PUBLIC COMMENTS (non-agenda items):**

**COMMISSION COMMENTS:**

**STAFF COMMENTS:**

**NEW BUSINESS:**

1. Applicant: Mary Farnsworth  
Location: 3600 W. Nursery Road  
Request: Mary Farnsworth, on behalf of the U.S. Forest Service is requesting the Design Review Commission's Early Design Consultation for the construction of a two (2) story office building totaling +/- 31,268 sq. and a (1) story warehouse building totaling +/- 30,565 sq.ft. The subject property is within the C-17L (Commercial Limited at 17 units/acre) **(DR-2-16)**
  
2. Applicant: DLR Properties  
Location: 722 N. 4<sup>th</sup> Street  
Request: DLR Properties is requesting the Design Review Commission's Early Design Consultation for the construction of a 3-story structure to include (8) 1br. Residential units totaling 4,478 sq.ft. The subject property is within the Midtown Overlay District (MO) zoning district. **(DR-3-16)**
  
3. Applicant: CDA Partners Mullan  
Location: 821 E. Mullan Avenue  
Request: CDA Partners is requesting the Design Review Commission's Early Design Consultation for the design and construction of (52) residential units totaling 55,552 sq.ft. The subject property is within the Infill Overlay District DO-E zoning districts. **(DR-4-16)**
  
4. Applicant: Cory Trapp  
Location: 710 Mullan Avenue, City Hall  
Request: Minor Alterations/Façade Improvements **(DR-5-16)**

**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  
MAY 12, 2016  
Old Council Chambers**

**DESIGN REVIEW COMMISSIONERS PRESENT:**

George Ives, Chairman  
Jon Ingalls  
Jef Lemmon  
Mike Dodge  
Tom Messina  
Rich McKernan  
Rick Green  
Michael Pereira, Alternate Commissioner

**STAFF MEMBERS PRESENT:**

Tami Stroud, Planner  
Shana Stuhlmiller, Administrative Assistant

**APPLICANT:**

Dale Rainey, Applicant Representative  
Chris Hall, Applicant Representative

**COMMISSIONERS ABSENT:**

Vacant, Alternate Commissioner

**CALL TO ORDER:**

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

**APPROVAL OF MINUTES:**

April 14, 2016

Mr. Hall noted a change under the discussion for lighting and wanted to add that the type of lighting that will be used is bollard lighting.

Motion by Ingalls, seconded by Green, to approve the amended minutes of April 14, 2016. Motion approved.

**PUBLIC COMMENTS:**

There were none.

**STAFF COMMENTS:**

Tami Stroud, Planner, announced that there are three items scheduled for the June 23<sup>rd</sup> Design Review Meeting.

**COMMISSION COMMENTS:**

Chairman Ives introduced the new commission member Michael Periera.

**NEW BUSINESS:**

1. Applicant: Dennis Cunningham  
Location: 926, 930, 934, 936 & 938 E. Mullan Avenue  
Request: Dennis Cunningham is requesting a second meeting with the Design Review Commission for the construction of five one-bedroom residential units totaling 4,954 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)**

Ms. Stroud presented the staff report. She stated if the commission determines the applicant has provided adequate information by the conclusion of this meeting, the commission can decide to waive the third meeting.

There were no questions for staff.

**Public testimony open:**

Mr. Rainey stated at the last meeting the commission recommended that they bring a site plan showing the type of screening that will be used for the trash containers and provided a site plan showing four different locations where those trash containers will be located. He stated that landscaping will be used as a screening to hide the trash containers that will be placed in the courtyard.

Mr. Hall also provided a copy of the landscape plan for the commission to review and passed out a copy to the commission.

Mr. Rainey explained by showing a rendering of the front of the units that will have a gate placed between the homes and that the color of the homes will be a different color. He stated that the stain used on the fence located between the homes will be semi-transparent.

Ms. Stroud stated that she provided a handout to the commission explaining the type of fences in the overall districts and stated that all fences within this district are required to be visually transparent and not solid. She stated that she met with the applicant before the hearing and explained that a solid fence is not allowed and cannot be considered a design departure. She commented after meeting with Mr. Rainey discussed this with Hilary Anderson, Community Planning Director, and she stated that because the fence is adjacent to the street that the fence has to be at least 51% visually transparent.

Mr. Rainey commented that he would invite any suggestions that the commission might have regarding the fence. His definition of adjacent is next to the sidewalk and would like clarification. He stated the fence is next to the building.

Commissioner Dodge questioned where in our code it states that solid fences are not allowed. He feels that this is not fair since everyone in this neighborhood is allowed to have a solid fence.

Ms. Stroud explained that in the Infill Design Regulations, it states that the fences allowed would be required to be transparent.

Mr. Rainey feels that they would like to have a solid fence.

Mr. Hall stated that the fence they are purposing is a 4-foot fence with a gated trill entrance and that the fence sits back 10 ft. from the property line.

Ms. Stroud understands the applicant's concerns, but the regulations are specific and state "should" and not "must have".

Commissioner Ingalls stated if the fence is setback, it would be more appropriate for the fence to be solid and feels what the applicant is showing would be appropriate.

Mr. Hall explained that the fence is setback 10-feet and will be in line with the building. He stated that their main goal was to keep as many trees on the property and feels that because of how large the trees that the fence would be hard to see.

Commissioner Green stated at the last meeting that the applicant explained that a fence is needed for security reasons and by having a solid fence, it would make it hard for people to look in their back yard.

Commissioner Lemmon questioned how we make a decision on a fence that can't be solid when this is not a design departure.

Ms. Stroud stated that it is the decision of the Design Commission what they want to do.

Commissioner Ingalls suggested that the commission add a condition to accept what is on the site plan as submitted by the applicant.

Mr. Hall inquired if the arbor is allowed to be in the 10-foot set back.

Commissioner Dodge stated that is allowed since it is a landscape feature. He questioned if the trash will be picked up off of Mullan Avenue.

Mr. Hall explained that the trash will be picked up in the alley with individual cans and that a dumpster doesn't make sense.

Commissioner Lemmon inquired if the mechanical system will be screened.

Mr. Hall stated that the units will be placed on the ground with some landscaping placed around the units and stated that these units are not loud.

Commissioner Dodge inquired about the type of lighting that will be used.

Mr. Raney stated that it will be basic landscape lighting.

Mr. Hall explained that parking is allowed in the alley and will have some curbside planting that will include sod. He stated that the primary entrance for the project will be located off of Mullan.

Chairman Ives feels that the entrance works.

Mr. Rainey tried to eliminate the mass of the second building by turning the roof so it didn't look to bulky from the street.

Ms Stroud suggested that the applicant explain the sample of materials that they brought.

Mr. Hall explained the materials that will be used and showed a sample of the trim and that the siding used is a James Hardy siding that will be painted. He also provided a sample of the stone on the columns that will be used.

Mr. Dodge inquired regarding the type of gutters to be used.

Mr. Hall explained that they will have a dry well in the courtyard with the plan for the water to drain towards the alley on the site plan.

Commissioner Ingalls stated that at the last meeting, one of the neighbors had concerns about window placement for privacy and was told that they would meet the neighbor onsite regarding placement.

Mr. Hall stated that he did visit the site with the neighbor and determined that the window doesn't line up with the neighbor's property.

Mr. Ingalls feels this is a good project.

**Public testimony open:**

Randy Henley stated that this will be a great project.

Susan Laing inquired if the alley will be paved.

Mr. Hall stated that the alley will be paved.

Rita Symms Snyder stated that she is representing the East Sherman neighborhood and feels that this project will fit nicely with the neighborhood.

**Public testimony closed.**

Chairman Ives inquired if the commission has enough information to make a decision or do they feel they need a third meeting.

Commissioner Lemmon feels that he has enough information and would waive the third meeting.

**Motion by Lemmon, seconded by Ingalls, to not require a third meeting and approve the Design as submitted. Motion approved.**

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

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

Prepared by Shana Stuhlmiller, Administrative Assistant

**DESIGN REVIEW COMMISSION  
STAFF REPORT**

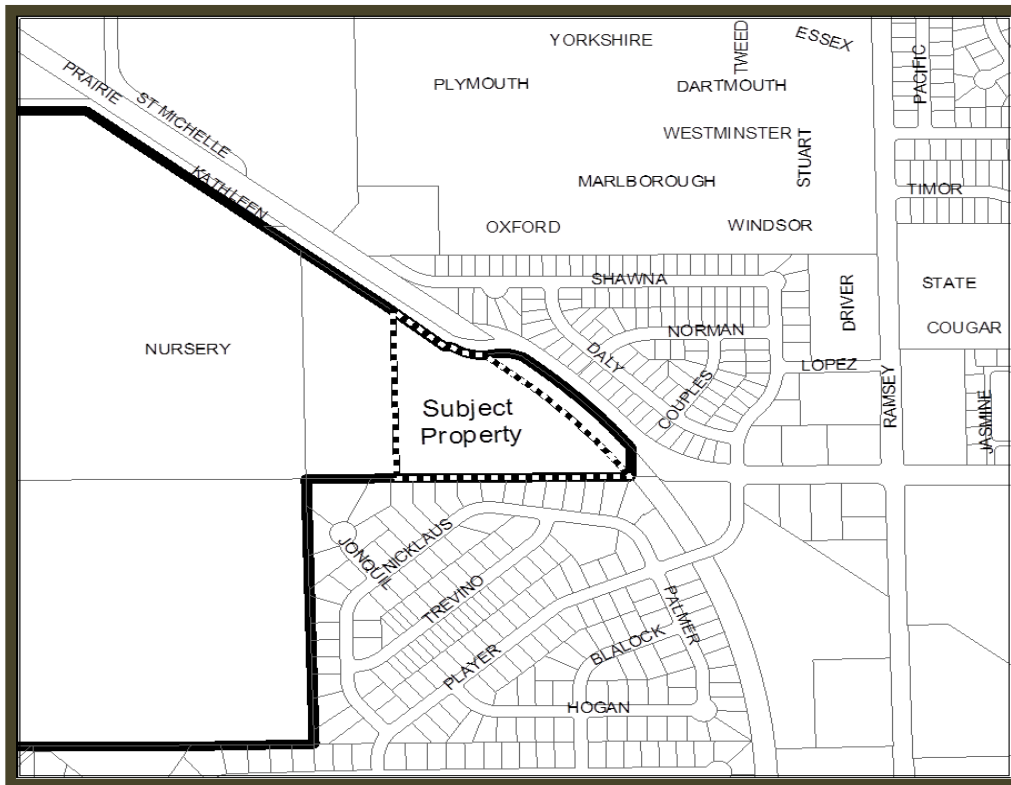
**FROM:** TAMI STROUD, PLANNER  
**DATE:** JUNE 23, 2016  
**SUBJECT:** DR-2-16: REQUEST FOR AN EARLY DESIGN CONSULTATION WITH THE DESIGN REVIEW COMMISSION FOR A TWO (2) STORY OFFICE BUILDING AND A ONE (1) STORY WAREHOUSE IN THE C-17L (COMMERCIAL LIMITED) ZONING DISTRICT

**LOCATION:** 3600 WEST NURSERY ROAD

**APPLICANT/OWNER**  
U.S. Forest Service – Mary Farnsworth  
3815 Schreiber Way  
Coeur d’Alene, ID

**ARCHITECT:**  
A&E Architects  
222 North Higgins Avenue  
Missoula, MT

**SITE MAP:**



**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.

(A project over 50,000 square feet, or located on a site five (5) acres or larger is subject to Design Review Commission Review in the C-17L (Commercial Limited) zoning district.)

**DECISION POINT:** Mary Farnsworth on behalf of the U.S. Forest Service is requesting the Design Review Commission's early design consultation for the construction of a two (2) story office building totaling +/-31,268 sq.ft. and a one (1) story warehouse building totaling +/-30,565 sq.ft. The subject property is in the C-17L (Commercial Limited at 17 units/acre) zoning district

**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.

**A. AERIAL VIEWS:**



**B. PROJECT ANALYSIS**

The applicant is requesting the Design Review Commission's early design consultation the construction of a two (2) story office building and a one (1) story warehouse building. The office building would be wood framed and the warehouse building would be metal framed. The warehouse building will also include a fenced, secure wareyard to house the fleet vehicles and staff parking. The proposed project also includes visitor parking for the office use and 200 stalls for on-site employee parking. The subject property is in the C-17L (Commercial Limited at 17 units/acre) zoning district.

The applicant's Project Summary is included in the packet.



**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 - VIEW FACING NORTH:**



**SITE PHOTOS - VIEW FACING SOUTH:**



**SITE PHOTOS - VIEW FACING EAST:**





**SITE PHOTOS - VIEW FACING WEST:**



**NEIGHBORHOOD AND SITE VIEWS – LOCATED NORTHEAST OF SUBJECT SITE**



**NEIGHBORHOOD AND SITE VIEWS CONTINUED – LOCATED SOUTHEAST OF THE PROJECT SITE**

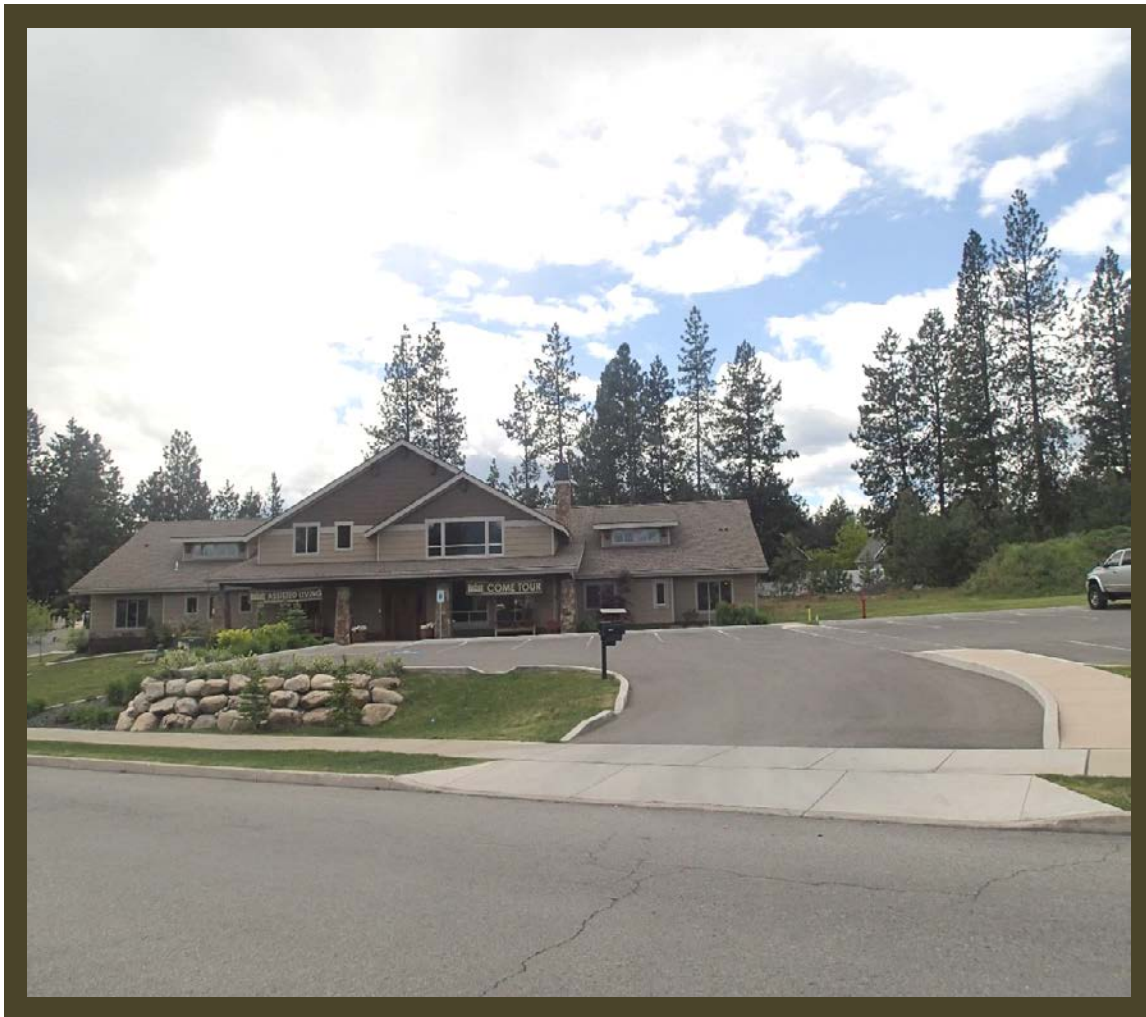


**NEIGHBORHOOD AND SITE VIEWS CONTINUED – LOCATED SOUTHWEST OF THE PROJECT SITE**

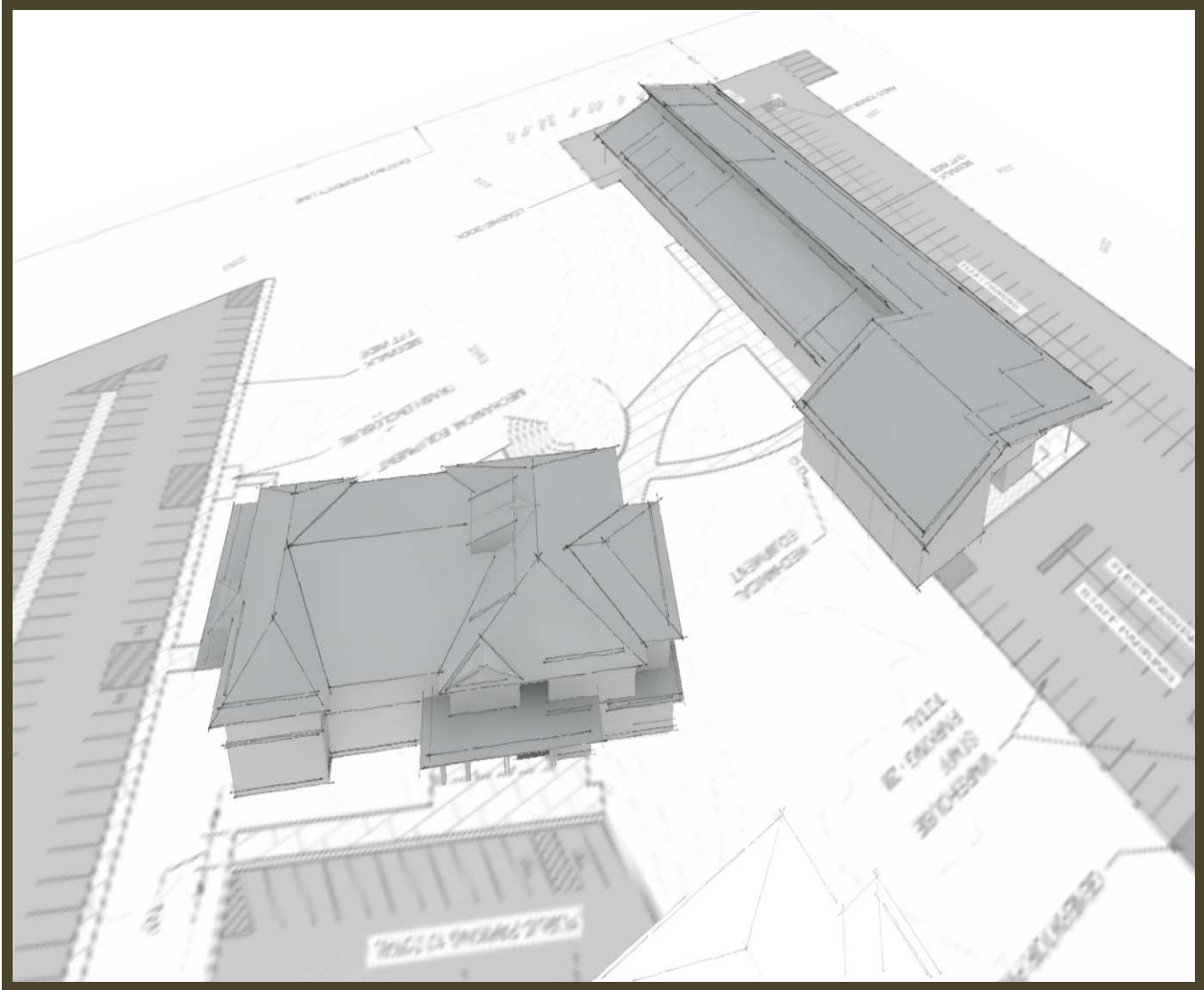




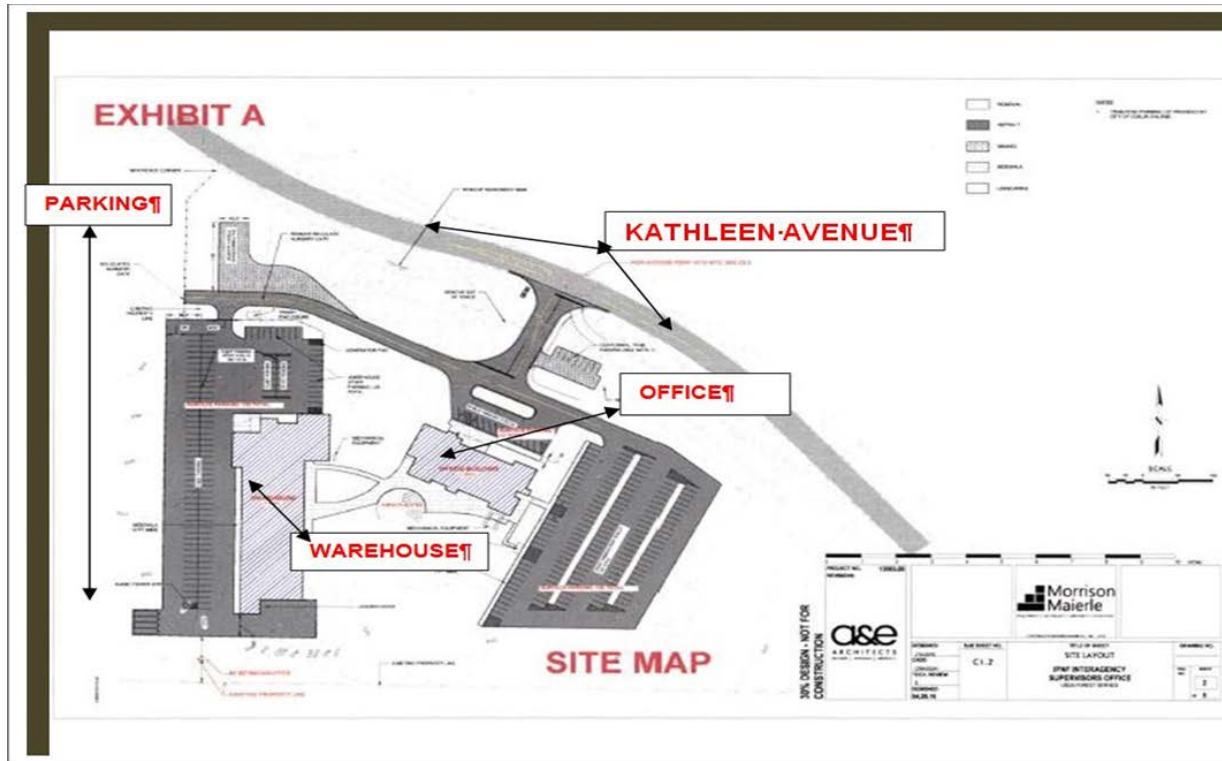
**NEIGHBORHOOD AND SITE VIEWS CONTINUED – LOCATED SOUTHWEST OF THE PROJECT SITE**



**ELEVATION AND GENERALIZED MASSING (LOOKING SOUTHWEST):**



## OVERALL SITE PLAN:



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).

Commercial design guidelines for consideration are as follows:

- *Curb Cuts: Width and Spacing*
- *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*

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.

A decorative border consisting of a grid of purple diamonds in various shades, surrounding a central light purple rectangular area.

**APPLICANT'S  
NARRATIVE**





## **INRC – Interagency Natural Resource Center**

Coeur d'Alene, ID

May, 23<sup>rd</sup> 2016

### **City of Coeur d'Alene – Pre Application Meeting with Planning Staff**

#### **PROJECT SUMMARY**

This project includes three main components:

1. Site work
2. Office Building
3. Warehouse Building

#### *SITE WORK*

- A new entrance from the north into the site
- Visitor parking at the Office Building
- Asphalt, surface parking with 200 stalls for on-site employee parking
- An outdoor amphitheater for employees
- (2) Outdoor break areas for employees
- On-site mechanical equipment to serve new buildings
- (2) trash enclosures
- Walkways between the two buildings

#### *OFFICE BUILDING*

- *Wood framed*
- *2 story*
- *31,268 total square feet*
- *Main entry to face north, towards Kathleen Ave.*

#### *WAREHOUSE BUILDING*

- *Metal framed*
- *1 story*
- *30,565 total square feet*
- *Main entry to face north, towards Kathleen Ave.*
- *Fenced, secure wareyard to house fleet vehicles and staff parking*

## DEVELOPMENT PLAN

### Office Building

No. of floors	2
First/Ground Floor	14,603 SF
Second Floor	14,341 SF
Lower Level	2,323 SF
Total Bldg. SF	31,268 SF
Uses / Spaces within building	Meeting Rooms, Conference Rooms, Private Offices, Open Offices, Reception, Mechanical Rooms, Restrooms (public & private)

### Warehouse

No. of floors	1
First/Ground Floor	30,565 SF
Total Bldg. SF	30,565 SF
Uses / Spaces within building	Radio Dispatch, Hotshots, General Storage, Training Room, Vehicle Storage, Private Offices, Open Offices, Restrooms, Showers, Lockers

## TABLE OF CONTENTS of APPLICATION DOCUMENTS

### *Exhibit A*

#### **SITE MAP / PARKING INFORMATION**

- Showing property lines, rights of ways, easements, topography
- Number of stalls, access points, surface vs. structured parking

### *Exhibit B*

#### **CONTEXT MAP**

- Showing building footprints and parcels within 300ft

# DESIGN REVIEW COMMISSION STAFF REPORT

FROM: TAMI STROUD, PLANNER  
DATE: JUNE 23, 2016  
SUBJECT: DR-3-16: REQUEST FOR AN EARLY DESIGN CONSULTATION WITH THE DESIGN REVIEW COMMISSION FOR EIGHT (8) 1-BEDROOM LOFT UNITS WITH TEN (10) PARKING STALLS IN THE MIDTOWN OVERLAY INFILL DISTRICT

LOCATION: 722 NORTH 4<sup>TH</sup> STREET

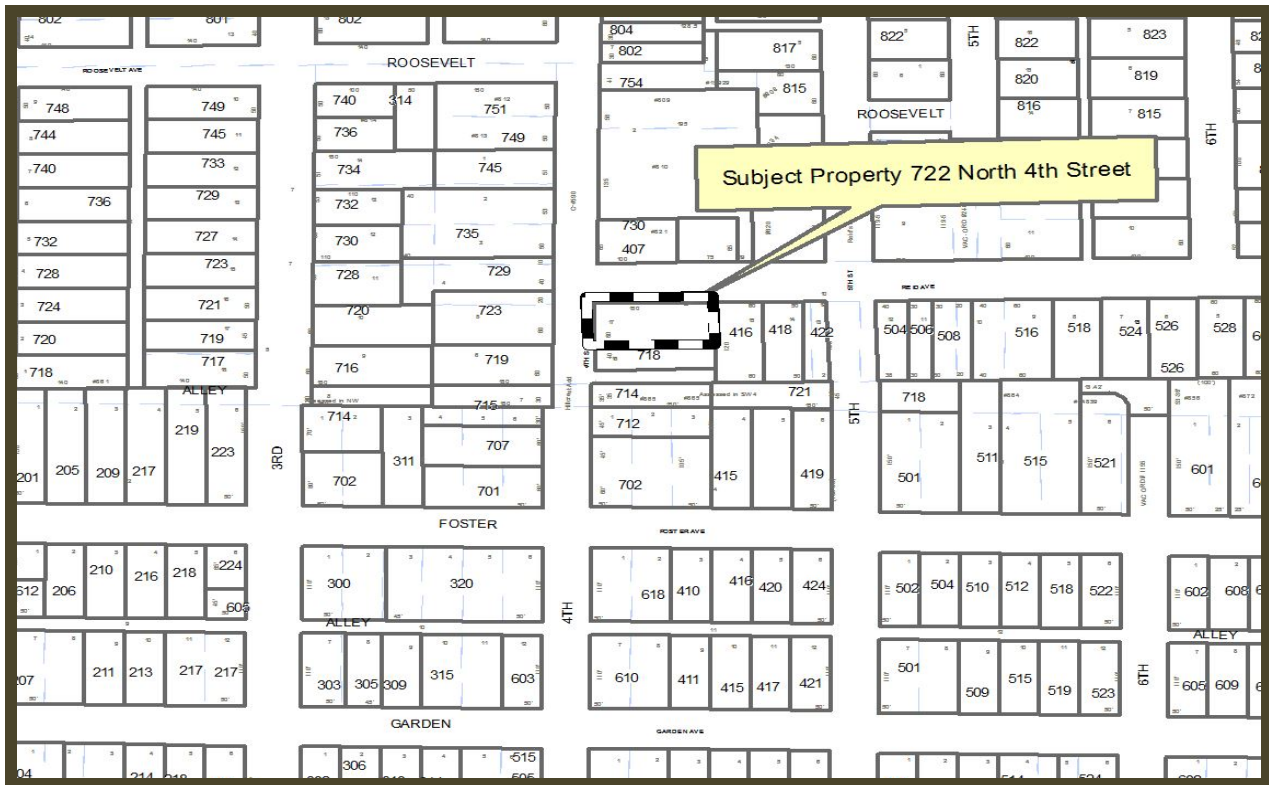
**APPLICANT/OWNER:**  
DLR Properties  
206 Indiana Avenue  
Coeur d'Alene, ID 83814

**ARCHITECT:**  
Momentum Architecture – Tim Wilson/Contact  
112 Hazel Avenue, Studio B  
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:** Tim Wilson on behalf of DLR Properties is requesting the Design Review Commission's early design consultation for a 3-story structure with (8) 1-bedroom units. This would replace the existing single family dwelling and garage structure on the site. The property is currently zoned R-12 and is within the Midtown Overlay (MO).

## A. SITE MAP:

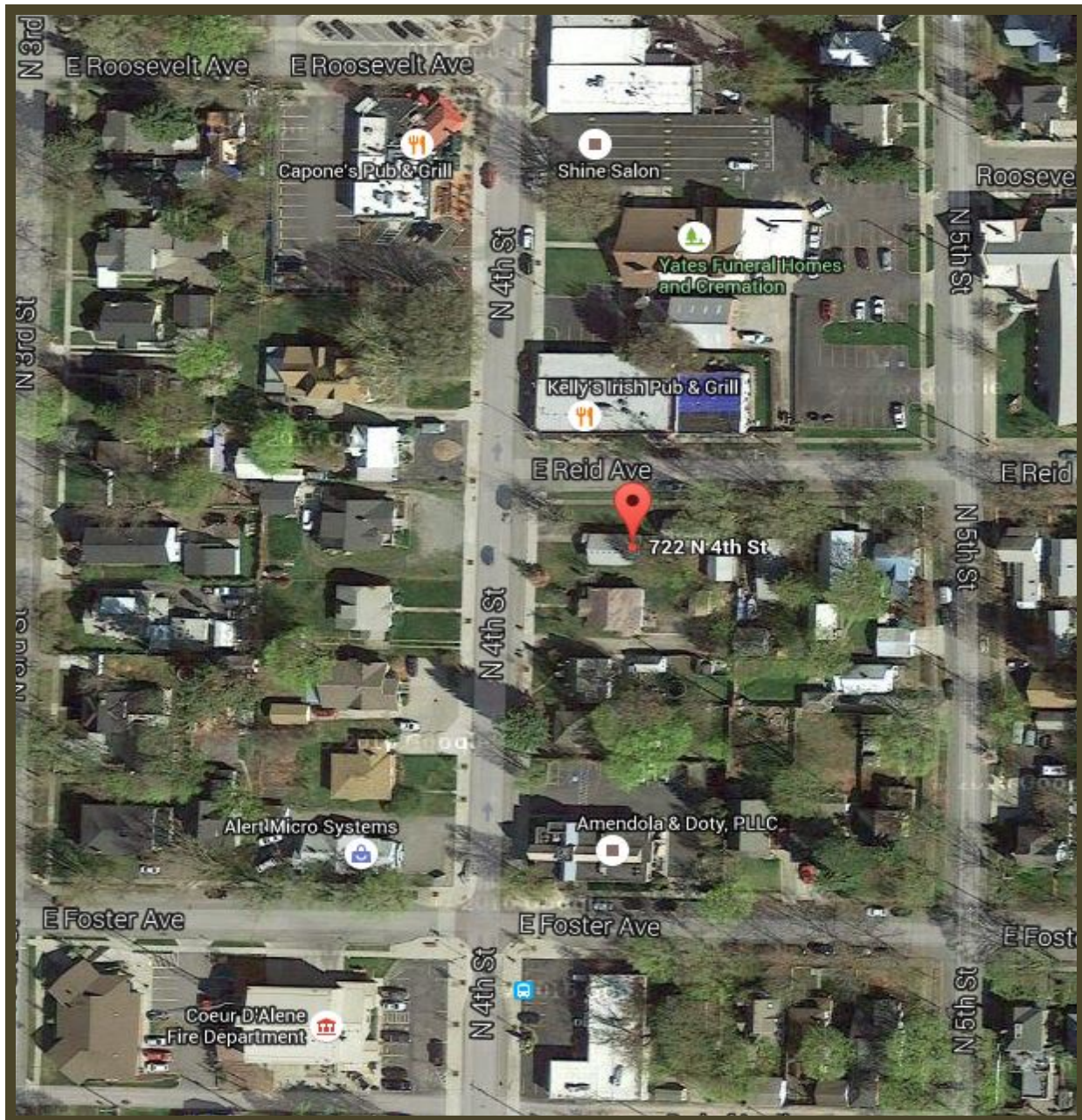


**GENERAL INFORMATION:**

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.

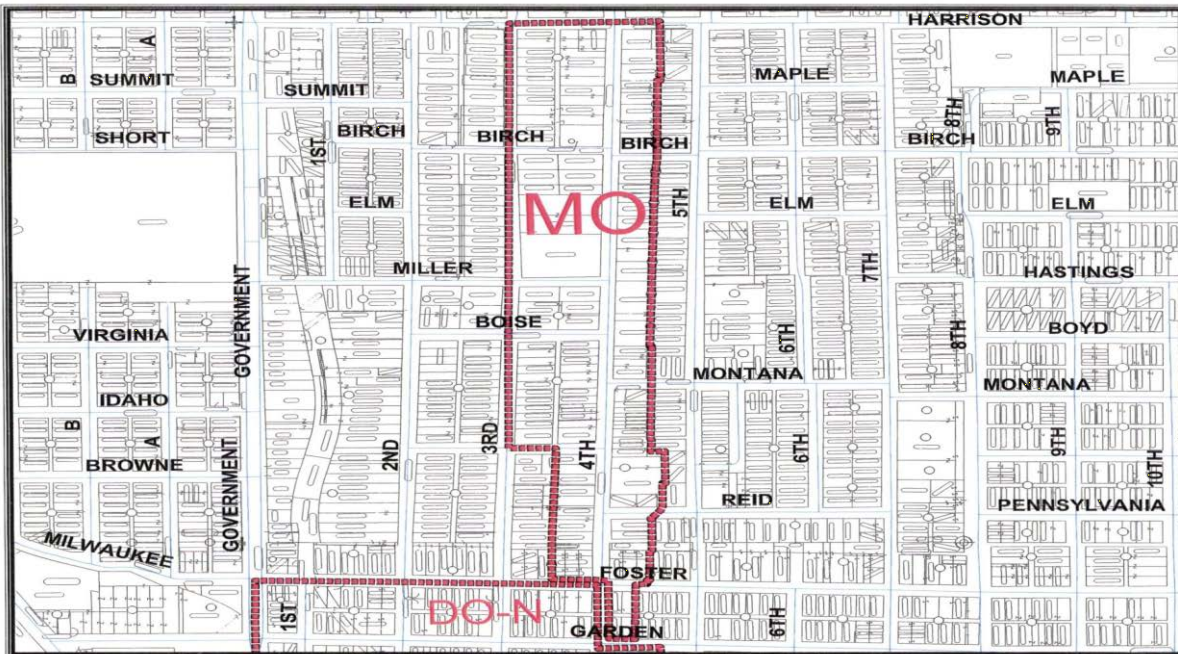
The property is located at 722 4<sup>th</sup> Street and is on the southeast corner of 4<sup>th</sup> Street and Reid Avenue. The property is legally described as Lot 17, Block 13, Reid's Addition to Coeur d'Alene, according to the plat thereof, filed in Book A of Plats at pages (s) 141, records of Kootenai County, Idaho.

**B. AERIAL VIEW:**





**C. MIDTOWN OVERLAY BOUNDARY:**



**D. PROJECT ANALYSIS**

DLR Properties is requesting the Design Review Commission's early design consultation for a 3-story (8) 1-bedroom unit structure. This would replace the existing single family dwelling and garage structures on the site. The property is currently zoned R-12 and is within the Midtown Overlay (MO). The parking for the proposed units will be located to the rear of the structure and all units will be accessed from the entrance off of Reid Avenue.

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

**E. REQUESTED DESIGN DEPARTURES:**

None.

**F. SITE PHOTOS:**

View From 4<sup>th</sup> Street Looking East At Subject Property





**View From Reid Avenue Facing North:**



**View From Reid Avenue Looking South at Subject Property:**



**View From Intersection of 4<sup>th</sup> Street and Reid Avenue Facing East:**



**View From Reid Avenue Facing Southwest:**





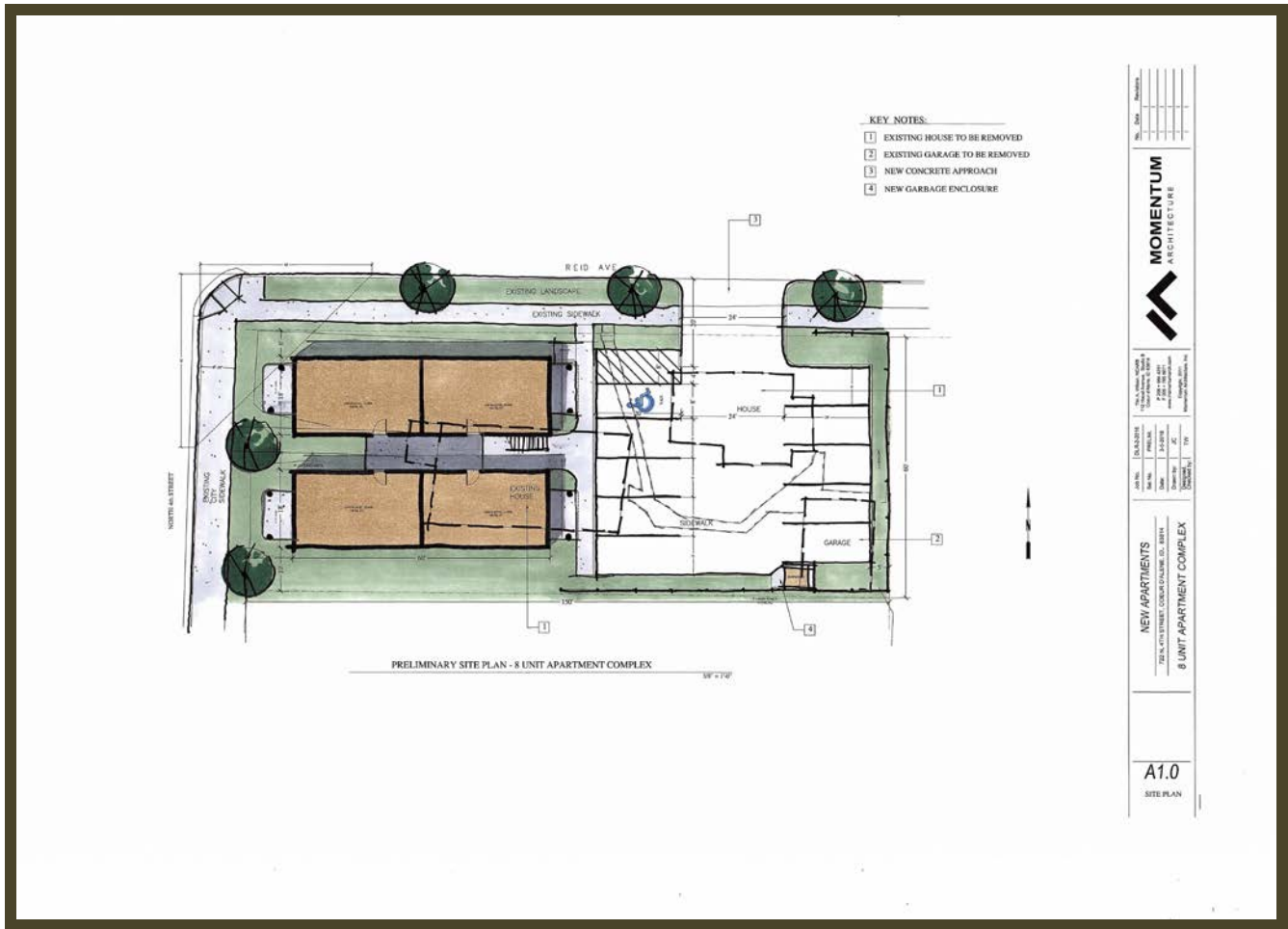
**Corner View of 4<sup>th</sup> Street & Reid Avenue Looking Southeast at Subject Property:**



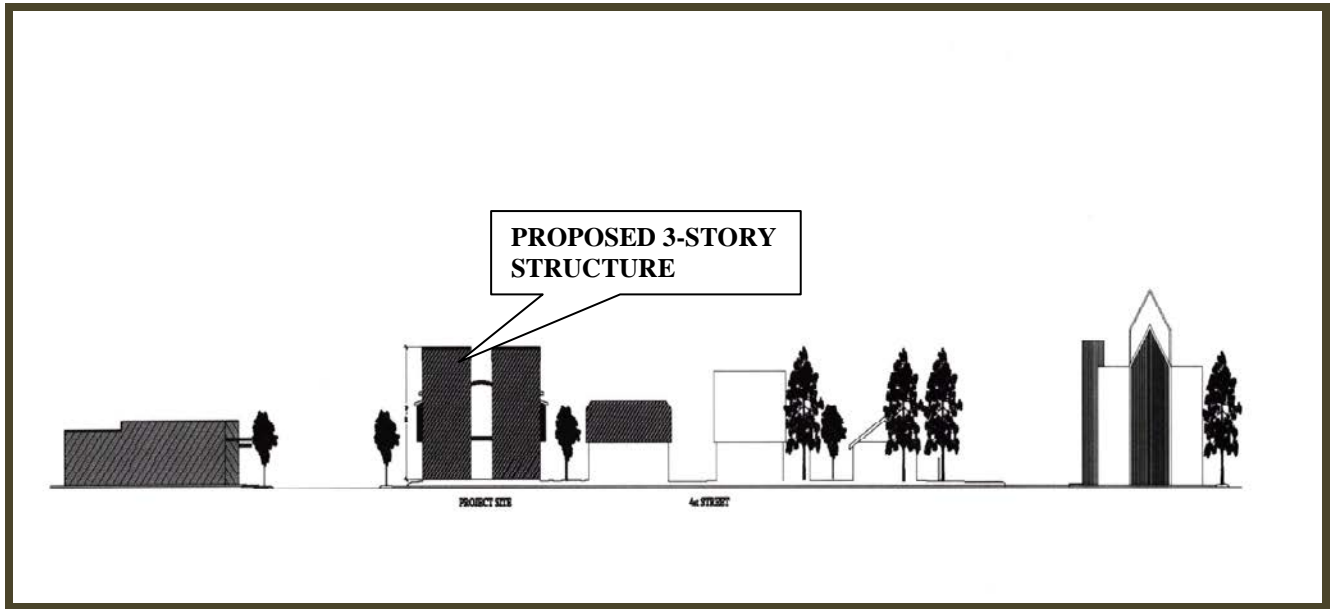
**4th Street Facing Northeast To Corner Of Reid:**



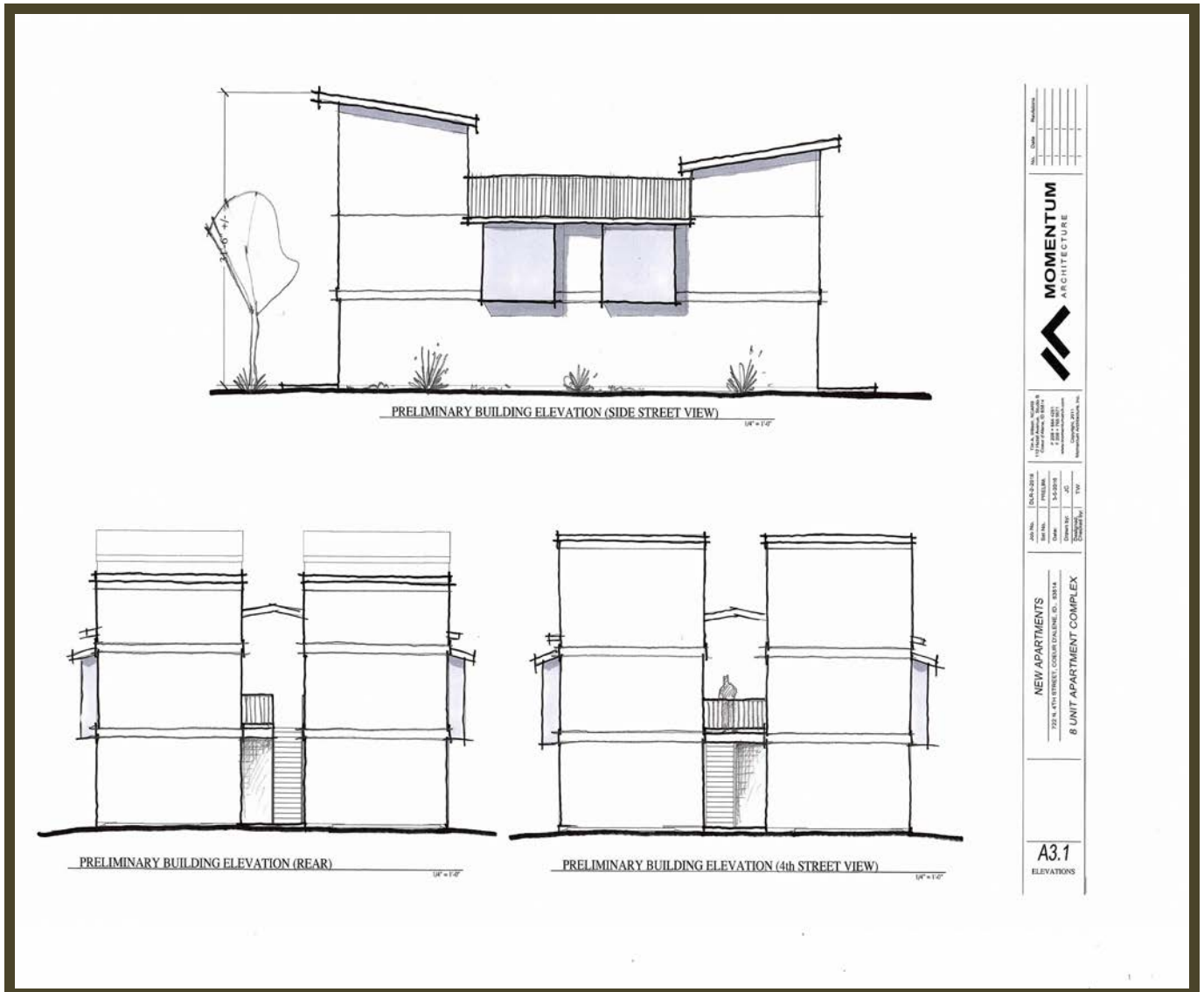
**OVERALL SITE PLAN:**



**MASSING DIAGRAM- VIEW FROM 4<sup>TH</sup> STREET:**



## 4<sup>TH</sup> STREET CONCEPT ELEVATIONS



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 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

- 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.



**APPLICANT'S  
NARRATIVE**

# 4<sup>TH</sup> STREET LOFT APARTMENT COMPLEX

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Coeur d'Alene, Idaho

## PROJECT DESCRIPTION

New construction of an approx. 4,878 S.F. 8 Unit Apartment Complex consisting of single bedroom layouts developed along 4<sup>th</sup> Street in the Midtown Overlay District. This facility will replace two dilapidated single family residences and garage structure currently located on the parcel. Design to blend with the neighboring residential and eclectic commercial uses.

## ZONING INFORMATION

Address: 722 N. 4<sup>th</sup> Street

Parcel: C75600130170

Legal: Lot 17, Block 13, Reid's Addition to Coeur d'Alene, according to the plat thereof, filed in Book A of Plats at page(s) 141, Records of Kootenai County, Idaho.

Zoning: MO (Midtown Overlay)

Acres: .2066 Acres  
Area: 9,000 S.F.

F.A.R. (base): 1.0 times parcel size: 9,000 S.F.  
F.A.R. (max.): 3.0 times parcel size: 27,000 S.F.

Height Allowed: 45'  
Proposed Height: 32' +-

Number of Stories: 3 Stories

Parking Required: 8 (1 Bedroom Units - 1 space per unit)  
Parking Provided: 10 Stalls (includes 1 HCAP)

## DEVELOPMENT PROGRAM

Building Size: Residential: 4,478 S.F.

Building Use: Apartments - New

Occupant Load: Residential: 4,878 S.F./200 S.F./occ.) 24 total occ.

Construction Type: 5-B

Building Criteria: Seismic Design Category: C  
International Building Code: 2012



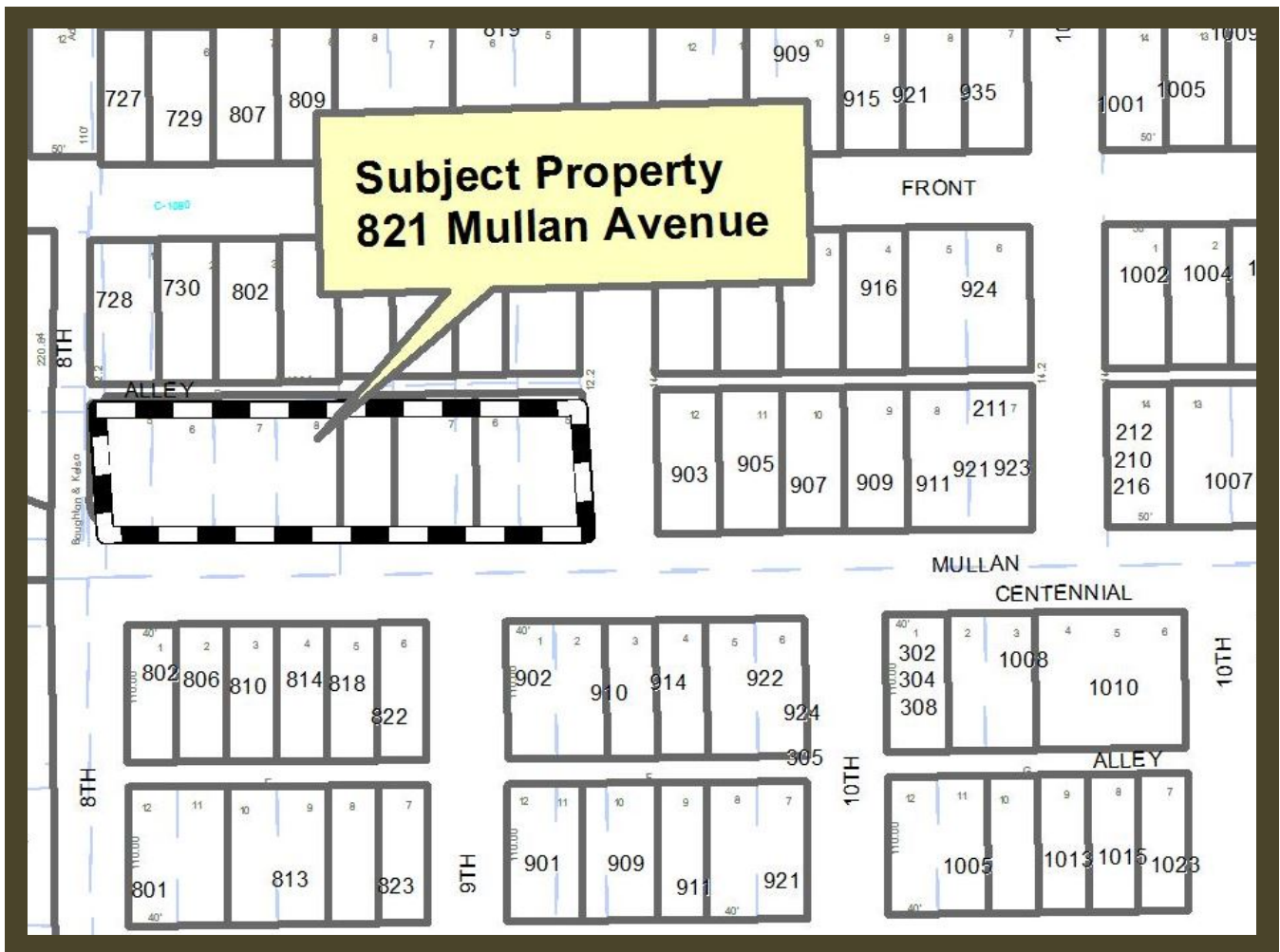
**DESIGN REVIEW COMMISSION  
STAFF REPORT**

**FROM:** TAMI STROUD, PLANNER  
**DATE:** JUNE 23, 2016  
**SUBJECT:** DR-4-16: REQUEST FOR AN EARLY DESIGN CONSULTATION WITH THE DESIGN REVIEW COMMISSION FOR A 52-UNIT RESIDENTIAL DEVELOPMENT LOCATED WITHIN THE DO-E INFILL OVERLAY DISTRICT  
**LOCATION:** 821 EAST MULLAN AVENUE

**APPLICANT/OWNER**  
CDA Partners Mullan  
140 Cherry Street, #201  
Hamilton, MT 59840

**ARCHITECT:**  
Momentum Architecture  
112 Hazel Avenue, Suite B  
Coeur d'Alene, ID 83814

**SITE MAP:**



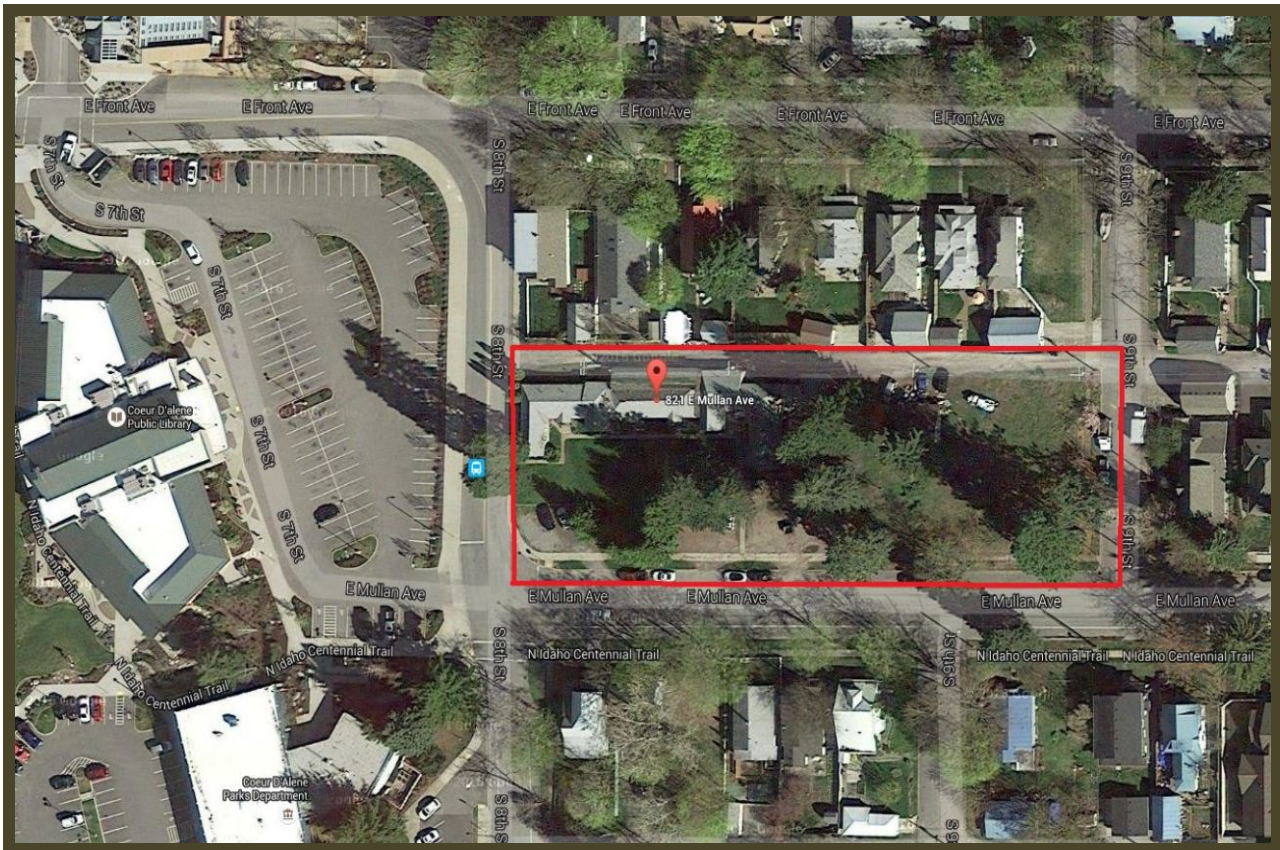
**ACTION:** The Design Review Commission will provide feedback to the applicant and staff on how the applicable design guidelines affect and enhance the project. The DRC will provide direction to the applicant as the project progresses to the DRC second meeting, and may suggest changes or recommendations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

**DECISION POINT:** CDA Partners Mullan is requesting the Design Review Commission's Early Design Consultation for the design and construction of (52) residential units totaling 55,552 sq.ft. The proposed project will be three stories tall and is located along Mullan Avenue, between 8<sup>th</sup> and 9<sup>th</sup> Streets. The subject property is within the Downtown Overlay-Eastside (DO-E) Infill District.

**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.

**A. AERIAL VIEWS:**



**B. PROJECT ANALYSIS**

The applicant is requesting the Design Review Commission's early design consultation for the construction of 52 residential units totaling 55,552 sq. ft. The subject property is within the Downtown Overlay-Eastside (DO-E) Infill District.

The applicant's Project Summary is included in the packet.



**C. REQUESTED DESIGN DEPARTURES:**

- NONE

**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

**D. REQUESTED F.A.R. DESIGN BONUSES (Minor Amenities):**

BASE: .5  
Streetscape Features: .2  
Upgraded Building Materials: .2  
Preservation of Grand Scale Tree: .2  
Alley Enhancements: .2

In addition to the above-requested bonuses, the applicant is also asking the Community Planning Director for an approval of the use of Bike Lockers, or "Bicyclist Accommodations" in lieu of parking for a portion of the project. (See below code section).

*17.44.200 E. Bicyclist Accommodations: The planning director may authorize a fifteen percent (15%) reduction in the number of required off street parking spaces for developments or uses that make special provision to accommodate bicyclists. Examples of accommodations include enclosed bicycle lockers, employee shower facilities and dressing areas for employees. A reduction in parking may not be granted merely for providing outdoor bicycle parking spaces. (Ord. 3403, 2011)*

<u>UNITS BY BEDROOM SIZE</u>		<u>SQ. FT PER UNIT</u>		
STUDIO	12	425-528 SQ FT	5,512	SQ FT
1 BEDROOM	22	562-745 SQ FT	13,156	SQ FT
2 BEDROOM	15	787-918 SQ FT	13,263	SQ FT
3 BEDROOM	3	1,479 SQ FT	4,437	SQ FT
COMMON AREA		1,309-1479 SQ FT	4,097	SQ FT
<u>CORRIDORS &amp; ELEVATOR</u>			<u>10,838</u>	<u>SQ FT</u>
<b>TOTAL BUILDING</b>	<b>52 UNITS</b>		<b>55,552</b>	<b>SQ FT</b>

**Evaluation:**

The Design Review Commission may discuss, based upon the information before them, whether the provision of bicycle accommodations supports authorizing a parking reduction. The is seeking input from the DRC for this recommendation to the Community Planning Director as the project moves to the Second and then the Final meeting.

**E. NEIGHBORHOOD CONTEXT:**

**VIEW FROM 8<sup>TH</sup> STREET & MULLAN AVENUE LOOKING NORTH**



**8TH STREET / FRONT AVENUE**



**VIEW FROM MULLAN AVENUE & 9<sup>TH</sup> STREET LOOKING NORTH**





**VIEW FROM 8<sup>TH</sup> STREET WEST TOWARDS PUBLIC LIBRARY**



**SITE PHOTOS - VIEW FACING EAST FROM 8<sup>TH</sup> STREET & MULLAN AVENUE**



**PROPERTY VIEW FROM 8<sup>TH</sup> STREET & ALLEY LOOKING EAST**



**PROPERTY VIEW FROM ALLEY LOOKING EAST**





**SITE PHOTOS - VIEW FACING SOUTHEAST FROM FRONT AVENUE & 8<sup>TH</sup> STREET**



**PROPERTY VIEW FROM ALLEY LOOKING WEST**



**PROPERTY VIEW FROM 9<sup>TH</sup> STREET & ALLEY LOOKING WEST**



**PROPERTY VIEW FROM 8<sup>TH</sup> STREET & MULLAN AVENUE LOOKING NORTHEAST**





**PROPERTY VIEW FROM 8<sup>TH</sup> STREET & MULLAN AVENUE LOOKING NORTH**



**PROPERTY VIEW FROM MULLAN AVENUE & 9TH STREET LOOKING WEST**





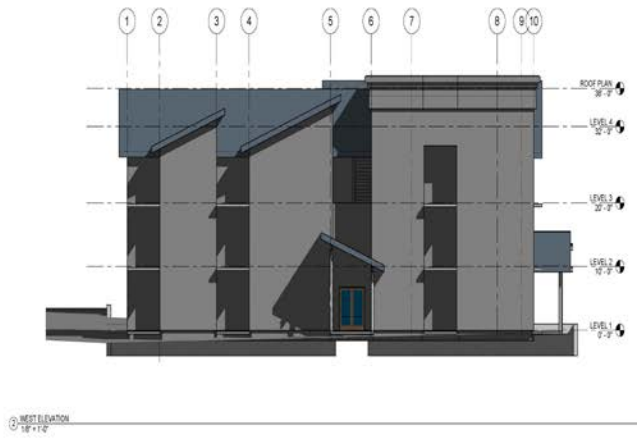
PROPERTY VIEW FROM MULLAN AVENUE LOOKING NORTH



North Elevation



# East & West Elevation



NO.	DATE	REVISION

**MOMENTUM**  
ARCHITECTURE

1000 N. 10th Street, Suite 1000 • Boise, ID 83725  
Phone: 208.333.1000 • Fax: 208.333.1001 • www.momentumarch.com

Project Director: **WILLIAMS**  
 Project Architect: **JAMES W. WILLIAMS**  
 Designer: **ADRIAN**  
 Checker: **ADRIAN**

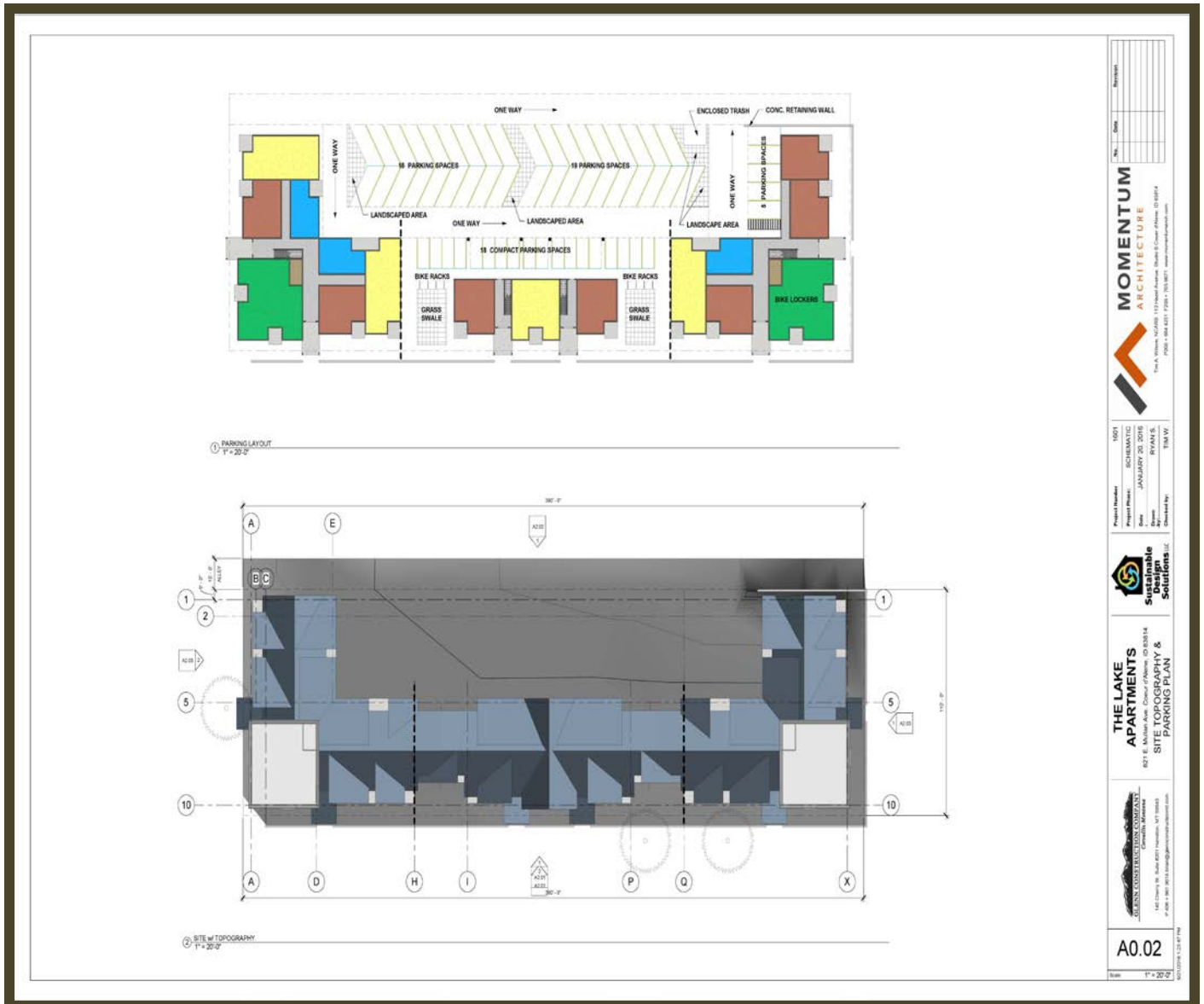
**Sustainable**  
Solutions

**THE LAKE APARTMENTS**  
 801 E. Madison Ave. • Coeur d'Alene, ID 83814  
**EAST & WEST ELEVATION**

**WILSON CONSTRUCTION COMPANY**  
 1000 N. 10th Street, Suite 1000 • Boise, ID 83725  
 Phone: 208.333.1000 • Fax: 208.333.1001 • www.wilsonconstruction.com

**A2.03**

**OVERALL SITE PLAN:**



**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.





**APPLICANT'S  
NARRATIVE**

# 'THE LAKE' APARTMENT COMPLEX

---

821 E. Mullan Avenue, Coeur d'Alene, Idaho

## PROJECT DESCRIPTION

New construction of an approx. 55,552 S.F. 52 Unit Apartment Complex developed along Mullan Avenue in the Downtown Overlay - Eastside District. This facility will replace the existing dilapidated 'Shady Pines' apartment complex currently located on the property. Design to blend with the neighboring residential and eclectic-modern commercial uses.

## ZONING INFORMATION

Address:	821 E. Mullan Avenue		
Legal:	Refer to Title Report attachment		
Zoning:	DO-E (Downtown Overlay - Eastside)		
Acres:	1.0229 Acres		
Area:	44,557.52 S.F.		
F.A.R. (base):	.5 times parcel size:	22,279 S.F.	
F.A.R. (max.):	1.6 times parcel size:	71,292 S.F.	
Height Allowed:	35' Residential, 38' Commercial		
Proposed Height:	35' +-		
Number of Stories:	3 Stories		
Parking Required:	Studio:	12 units x 1:	12 Stalls
	1 Bdrm:	22 units x 1:	22 Stalls
	2 Bdrm:	15 units x 1.75:	26.25 Stalls
	3 Bdrm:	3 units x 2.5:	7.5 Stalls
	Total Required:	67.75 Stalls	
Parking Provided:	60 Stalls (includes 2 HCAP, 1 being Van Accessible) (Note: Refer to letter to Planning Director requesting parking variance since providing minimum of 24 interior bike storage lockers)		

# 'THE LAKE' APARTMENT COMPLEX

---

821 E. Mullan Avenue, Coeur d'Alene, Idaho

## DEVELOPMENT PROGRAM

Building Size:	Residential:	40,617 S.F.
	Common Area:	4,097 S.F.*
	Corridors/Elevators:	10,838 S.F.*
	<u>Total Building:</u>	<u>55,552 S.F.</u>

\*areas not included in the F.A.R. calculations

F.A.R. Bonuses:	Base:	.5
	Streetscape Features:	.2
	Upgraded Building Materials:	.2
	Preservation of Grand	
	Scale Trees:	.2
	Alley Enhancements:	.2
	<u>Bike Lockers:</u>	<u>(?)</u>
	Total F.A.R. proposed:	1.3

Lot Size: 44,557.52 S.F. x 1.3 = 57,925 S.F. allowed

Building Use: Apartments – New

Occupancy: Residential:

Occupant Load:	Residential:	40,617 S.F./200 S.F./occ.:	203 occ.
		Common Areas: 4,097 S.F./100 S.F./occ.:	41 occ.
		<u>Total Occ.Load:</u>	<u>244 occ.</u>

Construction Type: 5-B

Building Criteria: Seismic Design Category: C  
International Building Code: 2012

# MOMENTUM

ARCHITECTURE, Inc.

---

112 Hazel Avenue, Studio B ~ Coeur d'Alene, ID 83814 : Ph. 208+664 4251 : Fax 208+765 9671

June 12th, 2016

Ms. Hilary Anderson  
Community Planning Director  
City of Coeur d'Alene – City Hall  
Coeur d'Alene, ID 83814

Dear Hilary,

On behalf of the Owners Group – 'CDA Partners Mullan' we are requesting a variance to the Eastside Overlay District zoned parking requirement for the proposed 821 E. Mullan Avenue Apartments Facility which currently is in the Design Review Process. The project proposed consists of 52 units and the zoned parking criteria requires 67.75 stalls for its overall unit count. In an effort to maintain a consistent residential look at all three streetscapes (8th Street, Mullan Ave., and 9<sup>th</sup> Street) we have designed a U shaped facility with a screened from street-view parking area consisting of 60 stalls including 18 compact stalls which is accessed from the alley as discussed with your department. We propose an interior secured area providing a minimum of 24 Bike Lockers for residents use in lieu of the 8 parking stalls shy of the zoned parking count (refer to picture attached for concept and site plan submitted for Design review). The site will also be provided with the minimum City required Exterior Bike stalls. This facility will encourage strong bicycle traffic/pedestrian uses due to its close proximity to downtown area and services. We request your approval to allow this substitution.

Thank you for your consideration. Please call if you have any questions

Sincerely,

A handwritten signature in blue ink that reads "Tim A. Wilson". The signature is written in a cursive style and is underlined with a horizontal line.

Tim A. Wilson, NCARB  
*Principal Architect/Owner*  
Momentum Architecture, Inc.  
[timw@momentumarch.com](mailto:timw@momentumarch.com)

cc: Brian Glenn

---

Momentum Architecture, Inc.



# DESIGN REVIEW COMMISSION STAFF REPORT

FROM: TAMI STROUD, PLANNER  
DATE: JUNE 23, 2016  
SUBJECT: DR-5-16: REQUEST FOR AN APPROVAL FOR A "MINOR ALTERATION" TO THE COEUR D'ALENE CITY HALL, IN THE DC ZONING DISTRICT.

LOCATION: 710 EAST MULLAN AVENUE

**APPLICANT/OWNER:**  
City of Coeur d'Alene  
710 East Mullan Avenue  
Coeur d'Alene, ID 83814

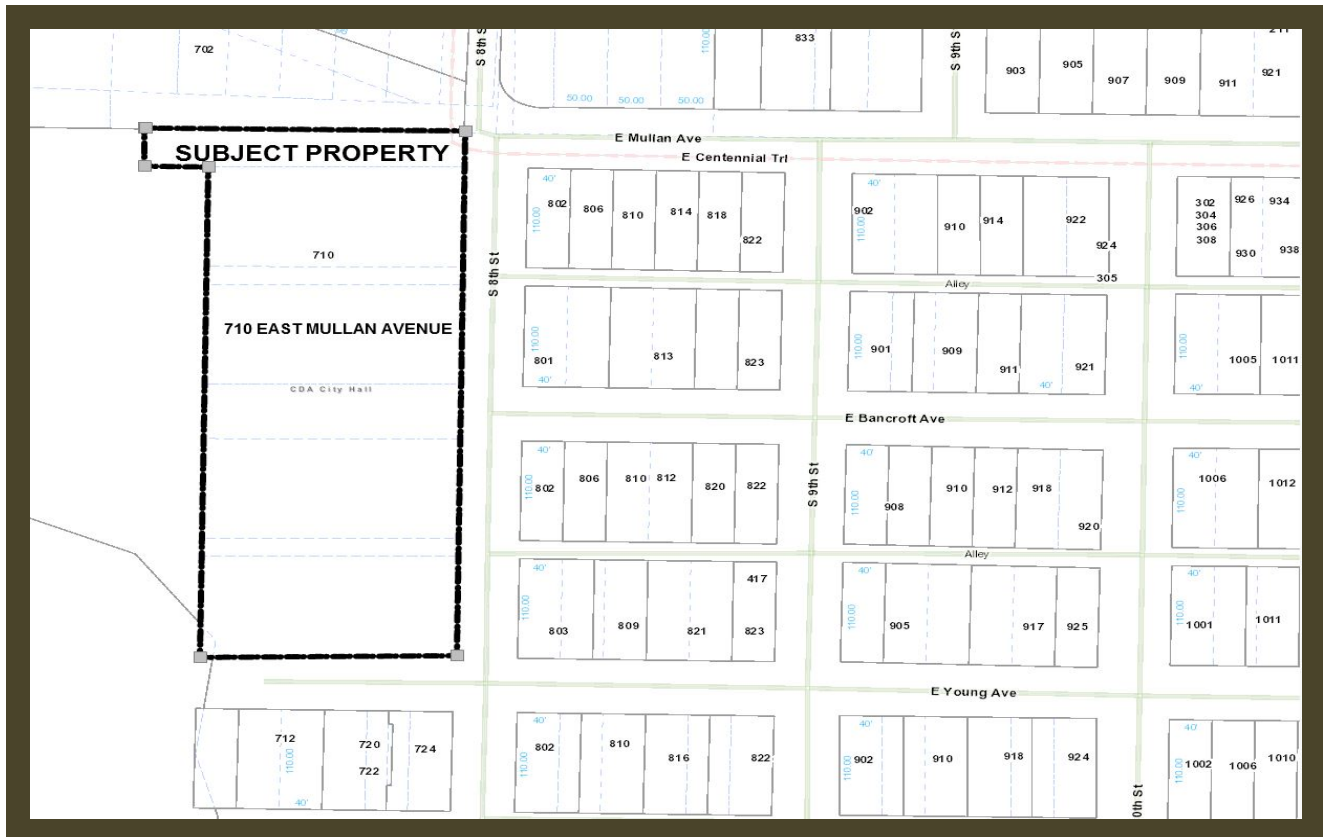
**ARCHITECT:**  
Longwell + Trapp Architects  
8382 North Wayne Drive, Suite 204  
Hayden, ID 83835

**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 and may suggest changes or recommendations to the proposed project.

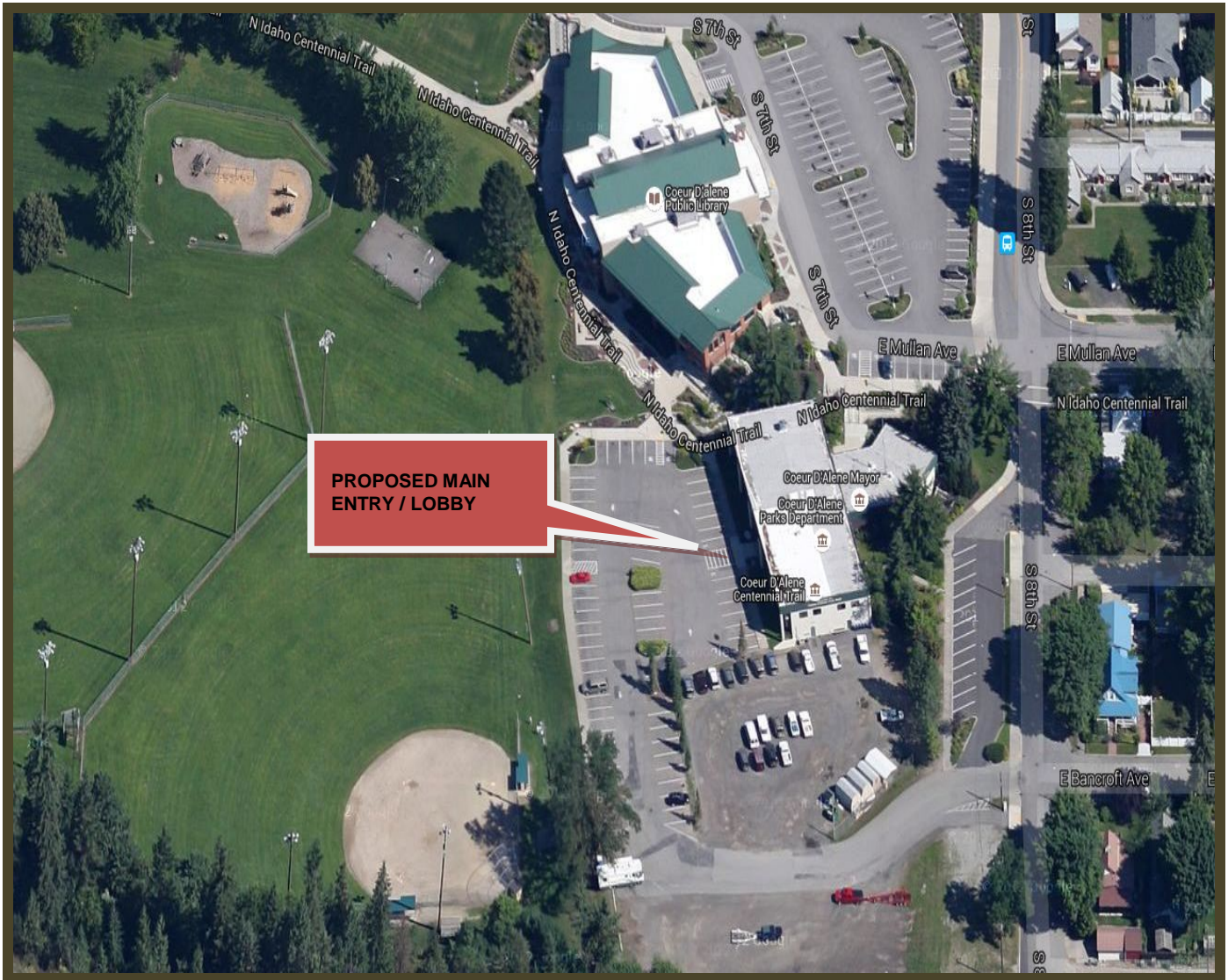
## DECISION POINT:

Cori Trapp on behalf of the City of Coeur d Alene is requesting approval for a façade improvement for the existing City Hall building located at the above-noted address in the Downtown Core (DC) zoning district.

## SITE MAP:



**AERIAL 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.



**EXISTING LOWER LEVEL ENTRANCE VIEWS:**



**EXISTING LOWER LEVEL ENTRANCE VIEWS CONTINUED:**



**A. PROJECT ANALYSIS**

The proposed project is located in the Downtown Core (DC) zoning district. The applicant is requesting approval of a façade improvement which is considered as a “Minor Improvement” to the existing entry located at 710 East Mullan Avenue, City Hall. The City of Coeur d’Alene is proposing an interior remodel and lower level entry addition to the existing City Hall building.

The “Minor Alteration” will include the following:

- New glass enclosed main entry lobby
- New accessible elevator

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



**Evaluation:**

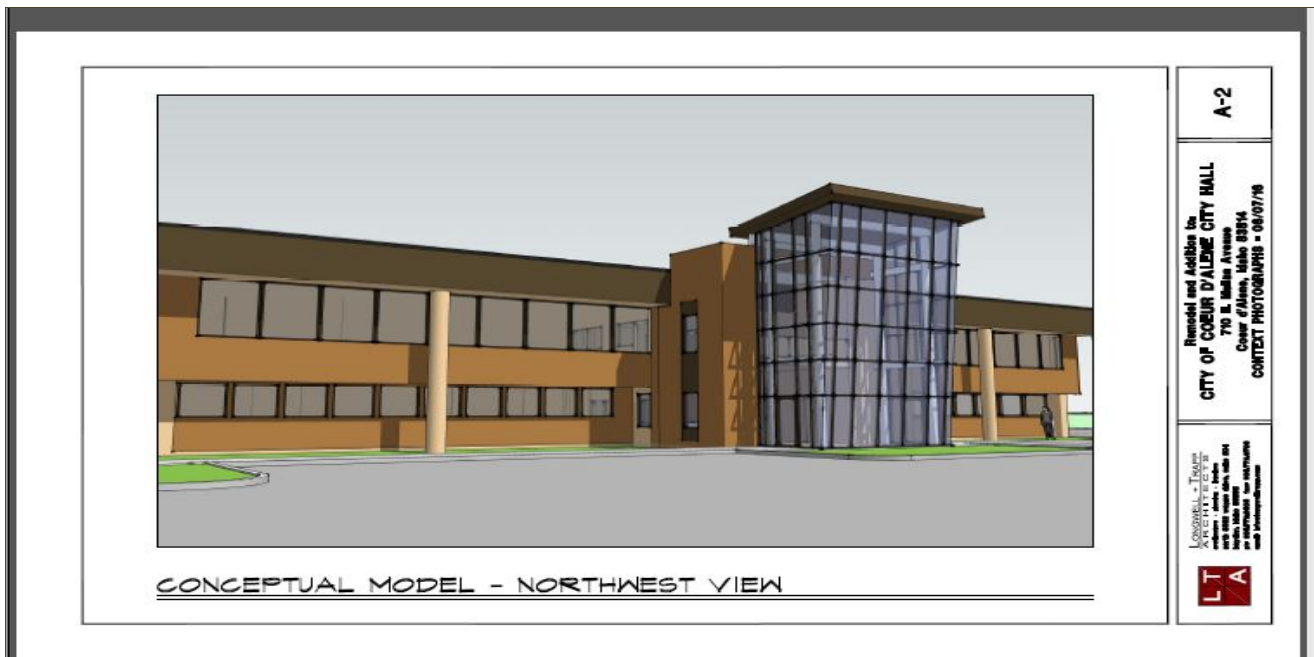
The Design Review Commission may consider discussing the following during the initial meeting with the applicant:

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

**B. REQUESTED DESIGN DEPARTURES:**

NONE

**PROPOSED FAÇADE IMPROVEMENT:**

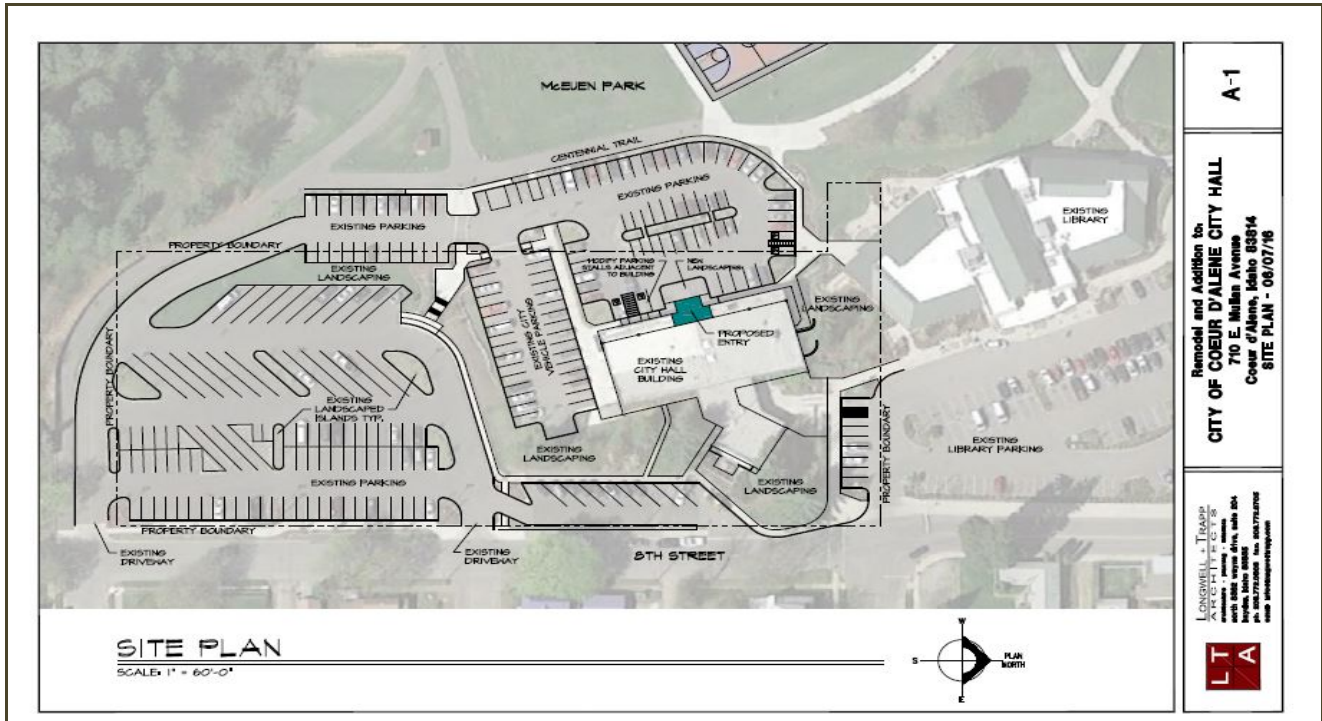


A-2

Prepared and Addressed to  
**CITY OF COEUR D'ALENE CITY HALL**  
710 E. Milliam Avenue  
Coeur d'Alene, Idaho 83814  
CONTEXT PHOTOGRAPHS - 08/07/16

Context - Three  
Architectural  
Photographs  
with 3000 words, with 300  
words for each photo, with 300  
words for each photo, with 300  
words for each photo, with 300  
words for each photo

**SITE PLAN:**



➤ **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*

**ACTION:** A Minor Alteration only requires one meeting with the DRC. The Commission may provide direction to the applicant to rectify aspects of the design to bring it more into compliance with the Downtown Core Design Guidelines. The Design Review commission may approve, approve with conditions or deny the design.



**APPLICANT'S  
NARRATIVE**



June 7, 2016

City of Coeur d'Alene  
Planning Department  
710 E Mullan Avenue  
Coeur d'Alene, Idaho 83814

**RE: Coeur d'Alene City Hall Remodel and Addition – Design Review Submittal**

Dear Sirs,

The City of Coeur d'Alene is proposing a remodel and addition to the existing City Hall building. The following is a description of the proposed project:

The proposed remodel will reorganize the various departmental offices and remodel the former City Council Chambers allowing Criminal Legal staff to move onsite and to accommodate future growth in the various departments. In addition, the current Customer Service Center will be enhanced and streamlined to accommodate a 'one-stop shopping' concept. Renovation of existing mechanical, electrical, technology and security systems will also take place.

The addition will include a new glass enclosed main entry lobby, new reception desk and most importantly a new accessible elevator. The new main entry lobby will be accessed from the main lower level parking lot between the City Hall building, Library and McEuen Park. The new main entry lobby will replace the existing entry off of the upper library parking lot. All existing parking and landscaped areas will remain with the exception of the parking stalls immediately adjacent to and west of the existing City Hall building. These parking stalls will be reconfigured to accommodate the addition, accessible parking and new landscaped area.

The attached sketches show the proposed entry addition. We have included photographs of the existing City Hall building, viewed from the northwest and southwest. The addition will measure approximately 30' wide by 20' deep with a height of approximately 35'. Materials for the entry addition will complement the existing building. In addition, the exterior wood finishes of the existing building are proposed to be updated and replaced where needed.

Please contact us if you have questions or need additional information.

Sincerely,

Longwell + Trapp Architects

Cory D. Trapp, AIA, CSI  
Partner/Project Architect

Cc: Jim Hammond, City Administrator, City of Coeur d'Alene  
Renata McLeod, City Clerk, City of Coeur d'Alene  
File

8382 N. Wayne Drive, Suite 204  
Hayden, Idaho 83835  
T 208.772.0503 F 208.772.6705

4213 N. Recker Road  
Mesa, Arizona 85215  
T 480.837.1422



**S  
G  
N  
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**COEUR D'ALENE DESIGN REVIEW COMMISSION  
FILE NUMBER DR-5-16  
RECORD OF DECISION**

**A. INTRODUCTION:**

Cory Trapp is requesting design review approval for Minor Alterations/ Façade improvements at a building located at 710 Mullan Avenue, City Hall in the (DC) Downtown Core zoning district.

**B. SUMMARY OF EVIDENCE RECEIVED:**

1. The meeting with the applicant was held on June 23, 2016.
  - a. Testimony was received from:

**C. GUIDELINES THAT HAVE AND HAVE NOT BEEN MET:** *(Circle the correct response - 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 façade improvement.**

- *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*

**D. DESIGN DEPARTURES:**

None.

**D. FINAL DECISION:**

The Design Review Commission, pursuant to the aforementioned, finds that the request for design departure for an awning as requested by \_\_\_\_\_ is approved/denied with the following condition:

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to \_\_\_\_\_ the foregoing Record of Decision.

**ROLL CALL:**

Commissioner Ingalls	Voted
Commissioner Dodge	Voted
Commissioner Lemmon	Voted
Commissioner McKernan	Voted
Commissioner Messina	Voted
Commissioner Green	Voted
Commissioner Pereira	Voted (Alternate)
Commissioner Gore	Voted (Alternate)

Commissioner \_\_\_\_\_ was absent.

Motion to \_\_\_\_\_ carried.

\_\_\_\_\_  
CHAIRMAN GEORGE IVES

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 208-769-2274.

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."

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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.**