DESIGN REVIEW COMMISSION AGENDA

COEUR D'ALENE PUBLIC LIBRARY
LOWER LEVEL, COMMUNITY ROOM
702 E. MULLAN
Thursday AUGUST 31, 2017
12:00 pm

12:00 P.M. CALL TO ORDER:

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

APPROVAL OF MINUTES:

May 11, 2017

PUBLIC COMMENTS *(non-agenda items)*:

COMMISSION COMMENTS:

STAFF COMMENTS:

NEW BUSINESS:

1. Applicant: David Everson
   Location: 521 E. Lakeside
   Request: David Everson is requesting an early design meeting with the Design Review Commission for a Minor Alteration to the First Presbyterian Church at 521 E. Lakeside in the DC (Downtown Core) zoning district. **(DR-5-17)**

UPDATE:

Design Review Procedures – Tami Stroud

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 Stuhlmiller at (208)769-2240 at least 24 hours in advance of the meeting date and time.

MINUTES

DESIGN REVIEW COMMISSION
MINUTES
WASTEWATER CONFERENCE ROOM
765 W. HUBBARD
Thursday MAY 11, 2017
12:00 pm

COMMISSIONERS PRESENT:

George Ives, Chairman
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:

Jon Ingalls

CALL TO ORDER:

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

APPROVAL OF MINUTES:

Motion by Green, seconded by Messina, to approve the minutes of the Design Review Commission meeting on April 20, 2017. Motion approved.

COMMISSION COMMENTS:

None.

STAFF COMMENTS:

None.

PUBLIC COMMENTS:

NEW BUSINESS

1. Applicant: Verdis on Behalf of Tharaldson Hospitality
   Location: 1347 W. Riverstone Drive
   Request: Verdis on behalf of Tharaldson Hospitality is requesting a third meeting with the Design Review Commission for the design of a new 5-story, 96 room Staybridge Hotel in the Riverstone Development. The subject property is in the C-17 (commercial at 17units/acre) zoning district.
   (DR-3-17)

Tami Stroud, Planner presented the staff report and explained that Verdis of Tharaldson Hospitality is requesting a third meeting with the Design Review Commission for the design of a new 5-story, 96 room Staybridge Hotel in the Riverstone Development. The subject property is in the C-17 (commercial at 17units/acre) zoning district.

Ms. Stroud provided the following statements:

- The subject property is just west of McDonalds and directly east of Starbucks.
- The proposed hotel will consist of rooms only; no restaurant or meeting rooms will be provided. The proposed hotel will be located toward the rear portion of the subject property.
- Parking for the project will be located in the front along Riverstone Drive and along the side(s) of the proposed structure.
- The applicant has also proposed off-site parking for 28 of the 96 required parking spaces. The applicant will be required to submit an agreement for the Legal Department to review for the proposed off-site parking for the use.
- On April 20, 2017 the Design Review Commission requested the applicant bring back the following items for the Design Review Commission to review:
    - Provide a graphic showing a landscape buffer along Northwest Boulevard
    - Show the proposed hotel from the Northwest Boulevard vantage point the "line of site"
    - Provide a landscape plan showing trees within the parking lot per the guidelines
    - Provide proposed signage along Northwest Boulevard
- The City Engineer has received the "Traffic Impact Study" for the Staybridge Hotel site and find no objection to it. The study finds that the driveway approach will operate an acceptable Level of Service (LOS) and the LOS for the traffic signal at Riverstone Drive and Lakewood Drive will be unchanged. Left turn configurations for the approach and Riverstone Drive will be evaluated for mitigation during the building permit stage.
- There are no Design Departures requested.
- Ms. Stroud presented various site photos of the property.
- Ms. Stroud explained a revised drawing of the site plan and Landscaping.
- Ms. Stroud a 3-D rendering of the hotel and how it would look from the Centennial Trail.
- Ms. Stroud suggested the following to be discussed during this meeting: Refined site plan and elevations; large scale drawings of entry, street level façade, site amenities; samples of materials and colors; and finished perspective renderings.
- Ms. Stroud discussed the Commercial Design Guidelines that are included in the staff report.
- Ms. Stroud concluded her presentation and asked if the commission had any questions.

<u>Commission Comments:</u>

There were no questions for staff.

Public testimony open.

Sandy Young, applicant representative, Verdis

- Ms. Young provided a sample of the roofing materials selected to be used on the roof.
- Ms. Young presented a 3-D rendering showing how the hotel will look once built from Northwest Boulevard.
- Ms. Young showed a picture of the hotel with the location of the sign on the building. She explained that the sign will be self-illuminated and designed to the night sky standards.
- Ms. Young provided a sample of the brick to be used on the building.
- Ms. Young showed a copy of the landscaping plan.
  Ms. Young provided a rendering with two views of the hotel from Northwest Boulevard.
- Ms. Young concluded her presentation and asked if the commission had any questions.

There were no questions for the applicant.

Public testimony open:

Mary Brown presented some pictures she had taken of the parking lot across from the hotel property and explained that these photos show how full the parking lot is and feels that if this project is approved won't be adequate parking for this development.

Penny Slaven stated that she is not opposed to the project, but is concerned with the congestion on Riverstone Drive.

Valerie Bob commented that the renderings of the motel look more like a prison and suggested that the applicant might consider building a parking garage on the property to help with parking.

Chairman Ives reminded the commission and public on what the commission is allowed to discuss. He went through the C-17 Design Guidelines and pointed out those guidelines to be considered for this project. He explained that this commission is limited to what can be discussed and understands parking is important, but not part of their purview.

Commissioner Messina suggested that the Parking Commission is another avenue to ask questions if citizens have concerns about parking.

Ms. Young noted that the information in the traffic Study done by the City Engineer stated that the hotel would not be an impact on traffic.

Commissioner Ward stated that parking is a problem and is getting worse. He feels that this project complies with the parking requirements. He feels maybe this building won't be the most attractive building in the city, but it meets the code requirements. He feels that for him a third meeting is not needed since this project seems to meet all the design criteria.

Ms. Stroud stated that she previously contacted Riverstone and asked if they could provide a current parking analysis, so staff can look at that at a later date.

Commissioner Lemmon inquired if the applicant could explain various samples they provided and inquired if they could show them where those materials will be on the building.

Ms. Young explained that she has not had a chance to discuss with the design staff where those materials will be on the building and commented that it's early in the process.

Public Testimony closed.

Motion by Messina, seconded by Green, to approve Item DR-3-17 and not require a third meeting. Motion approved.

2. Applicant: Miller Stauffer on behalf of ignite CDA and the City of Coeur d'Alene
Location: 214 N. 3rd Street, 308 E. Coeur d'Alene, 310 E. Coeur d'Alene and 213 N. 4th Street.
Request: Miller Stauffer, on behalf of Ignite CDA and the City of Coeur d'Alene is requesting a second meeting with the Design Review Commission for the design of a new 4-level, 360 space public parking garage in the Downtown Core (DC). The structure will cover the entire half block south of Coeur d'Alene Avenue, between 3rd and 4th Street and north of the alley.
(DR-4-17)

Tami Stroud, Planner presented the staff report and explained that Miller Stauffer, on behalf of Ignite CDA and the City of Coeur d'Alene is requesting a second meeting with the Design Review Commission for the design of a new 4-level, 360 space public parking garage in the Downtown Core (DC). The structure will cover the entire half block south of Coeur d'Alene Avenue, between 3rd and 4th Street and north of the alley.

Ms. Stroud provided the following statements:

- The proposed parking garage will have access on both 3rd Street and Coeur d'Alene Avenue.
- The street level will provide for canopies, faux display windows, accent colors and signage to screen the actual use, and soften the façade.
- The faux windows could be used to display public art or by local merchants to create a more interactive pedestrian environment.
- A space is reserved within the structure to potentially house a future commercial tenant at the street level along 3rd street.
- The structure is also designed to accommodate potential future pedestrian sky bridges connecting the parking facility with the buildings on the north side of Coeur d'Alene Avenue as well as the buildings south of the alley.
- The subject property is located within the Downtown Core (DC) zoning district.
- On April 20, 2017 the Design Review Commission requested the applicant bring back the following items for the Design Review Commission to review:
  - Setbacks along the streets.
  - Materials used on the exterior of the building.
  - Enhancing the exterior materials that are concrete, by adding a design or artwork.
  - Awareness of the "Blank Wall" requirement and treatment.
  - Traffic control along 3rd and 4th Streets to access the parking structure.
- There are no requested Design Departures.
- She showed various site photos of the property.
- She showed the site plan for the Lower Level, Main Level and Third Level
- She noted the list of Design Guidelines listed in the staff report that needs to be addressed if approved.
- Ms. Stroud suggested the following to be discussed during this meeting: Refined site plan and elevations; large scale drawings of entry, street level façade, site amenities; samples of materials and colors; and finished perspective renderings.
- The applicant was asked to provide a rendering showing a drawing of the skybridge graphics as a concept.
- Ms. Stroud concluded her presentation and asked if the commission had any questions.

Commission Comments:

There were no questions for staff.

Public Testimony open.

Michael Walker, applicant representative provided the following statements:

- He showed a copy of the vicinity map of the property and existing businesses surrounding the property.
- Showed a copy of the survey.
- Identified two entrances to the parking garage the first one on 3rd Street and the second one off of Coeur d'Alene Avenue.
- He explained the parking design within the garage.
- Showed renderings of the first, second and third levels of the garage.
- A retail component will be added off of 3rd Street
- Showed the cul-de-sac design on the upper level of the garage, and explained this was designed so people who get to the third floor level will be able to turn around easy.
- Showed renderings of the building and discussed the type of colors and materials to be used on the garage and noted by the stairs on both ends will be elevators.
- He stated that they intend to have a lot of signs on and near the building to direct people to parking.
- He explained to help blend in with the surrounding businesses will have an available space on the bottom floor for a small store or art gallery.
- They are proposing some type of art work on the blank walls in order to break up the concrete.
- Dedicated an area for landscaping or a pocket park on the property to soften the corners.
- Will have vertical circulation
- Talked about a potential sky bridge and identified on the rendering were those locations will be. He explained that before this goes forward need to get direction from the city and ignite if this will happen in the future.
- He showed various samples of materials to be used on the parking garage and explained what colors will be used on the concrete, canopies and awnings. He provided a sample of miscellaneous metals to enhance the areas designated as store fronts.

Commissioner Lemmon inquired if you will be able to access the garage by going through the faux store front.

Mr. Walker answered that is correct.

Ms. Stroud stated at a recent meeting with Ignite one of the commissioners inquired if they would consider adding some historical design components to the garage.

Mr. Ward stated they will be providing a decorate top and awnings to give the illusion there is a store front and will also be adding some textured concrete or tile to provide some historical scenes.

Chairman Ives inquired in the pocket park will there be benches and tables for people to stop and take a break.

Mr. Walker commented that is a possibility and is also proposing to add a large tree to help provide some shade.

Commissioner Periera inquired from looking at the site plan the sidewalk seems to be wider than normal.

Mr. Walker explained that on the Coeur d'Alene side the sidewalks are generous, and on the 4th Street side they designed the parking garage to set back from the road so we could widen the sidewalk.

Commissioner Ward stated that the design of the parking garage looks and would suggest using some overhangs to try and break up that 300' foot span to enhance to try and break it up. He feels that there is also one more important thing for the city to have the people to park, but feels the garage needs to be attractive so people want to park in the garage. He feels the appearance makes a difference especially on the Coeur d'Alene Street side where that span of wall needs some attention.

Mr. Walker stated those are great suggestions and will take it back to the city and Ignite with those suggestions.

Commissioner Ward stated if some signage could be provided to help people not living in this area be able to locate where they are going.

Mr. Walker commented if the upper level turns out to be isolated they can use gates to prohibit people from entering if it's full.

Commissioner Ward stated that he has concerns with how the traffic flow going in/out of the garage especially on the 4th and Coeur d'Alene Street side. He feels the problem is when you get in the garage which is on the ground level and want to turn around and having to use the first parking stalls to turn around seems like a tight squeeze. He also suggested some mirrors placed in the lower level, so people can see cars coming.

Chairman Ives feels that a third meeting is not needed since the applicant has provided what is needed to make a decision.

The commission concurred.

Motion by Gore, seconded by Pereira, to approve Item DR-4-17 and not require a third meeting. Motion approved.

ADJOURNMENT/CONTINUATION:

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

The meeting was adjourned at 1:22 p.m.

Prepared by Shana Stuhlmiller, Public Hearing Assistant

DESIGN REVIEW COMMISSION
STAFF REPORT

FROM: TAMI STROUD, PLANNER

DATE: AUGUST 31, 2017

SUBJECT: DR-5-17: REQUEST FOR AN APPROVAL FOR A "MINOR ALTERATION" TO THE FIRST PRESBYTERIAN CHURCH IN THE DC ZONING DISTRICT.

LOCATION: 521 EAST LAKESIDE AVENUE

OWNER:
First Presbyterian Church
Samuel R. Hunter, Church Administrator
409 E. Coeur d'Alene Avenue
Coeur d'Alene, ID 83814

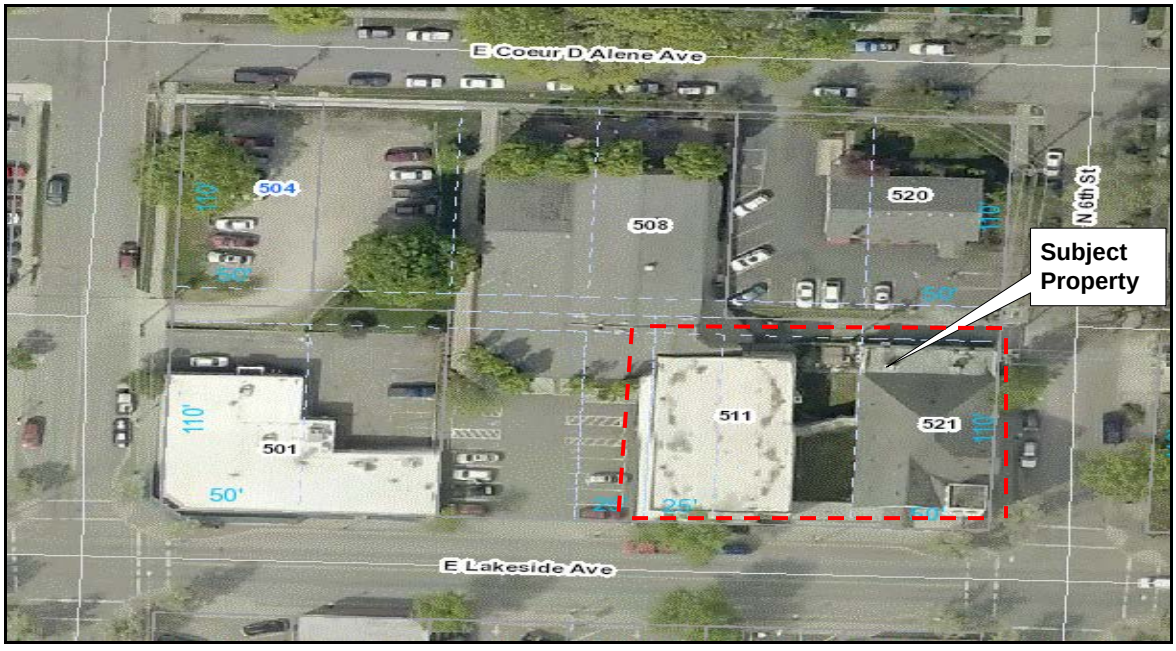
APPLICANT/ARCHITECT:
David Everson
409 E. Coeur d'Alene Avenue
Coeur d'Alene, ID 83834

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:
David Everson on behalf of the First Presbyterian Church is requesting approval for a façade improvement for the existing "Hunter Building" located at 521 E. Lakeside Avenue in the Downtown Core (DC) 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.

AERIAL MAP:



VIEW OF SUBJECT PROPERTY LOOKIN NORTHWEST:

VIEW OF SUBJECT PROPERTY LOOKING NORTHEAST:

VIEW OF THE EXISTING BREEZEWAY & HISTORIC CHAPEL LOOKING NORTHEAST:

VIEW OF THE SUBJECT PROPERTY LOOKING NORTHWEST ALONG LAKESIDE AVE:

VIEW OF EXISTING MAIN ENTRANCE (HUNTER BUILDING):

EXISTING BREEZEWAY LOOKING NORTH:

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 on the "Hunter Building" and breezeway connecting the sanctuary and the "Hunter Building". The subject property is located at 521 East Lakeside Avenue and is the location of First Presbyterian Church.

The "Minor Alteration" will include the following:

- New entry doors to be installed facing Lakeside Avenue
- Enclose and remove existing glazing on existing main entry on Lakeside Avenue
- Modification to the existing breezeway
- Interior remodel of the "Hunter Building"

With regard to the glazing requirement, the applicant has provided the following breakdown:

Existing Breezeway: 200 SF of glazing
Proposed New Front Entry (to replace breezeway): 290 SF of glazing
Hunter Building Glazing to be removed: 120 SF

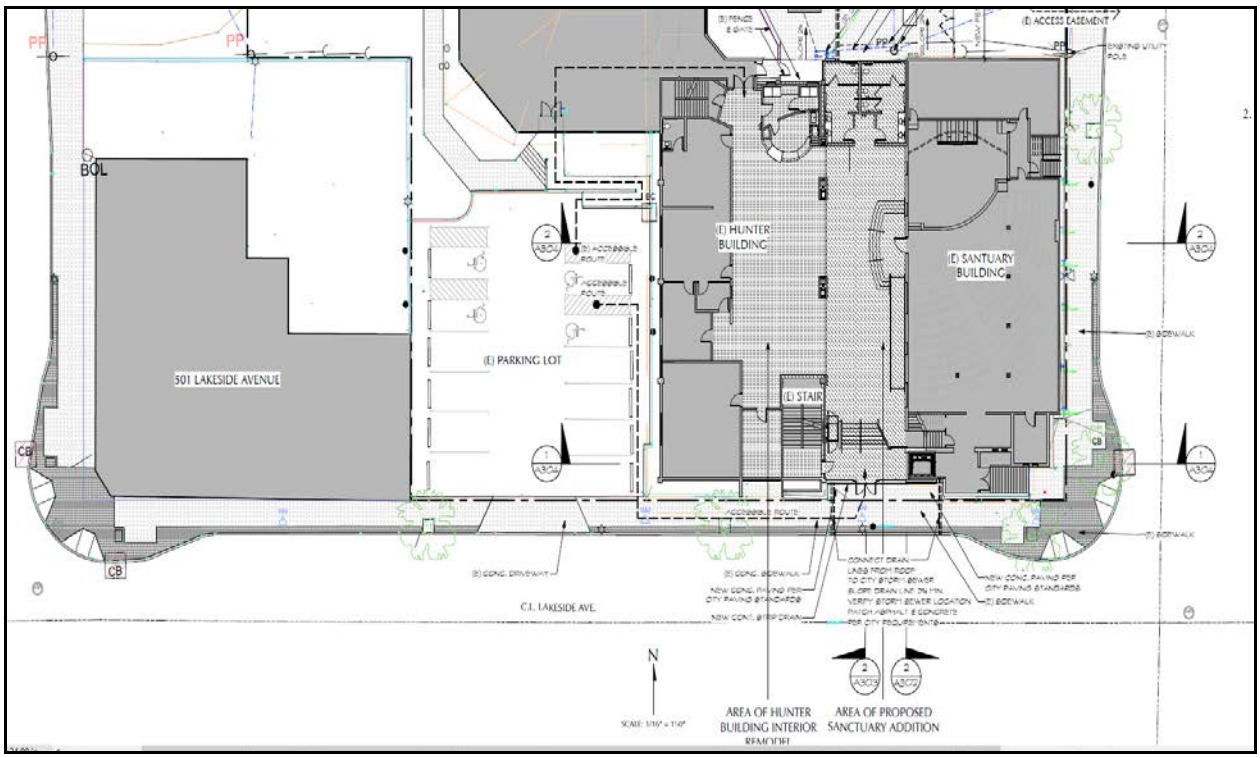
The applicant's request is provided below.

Project Summary
521 E. Lakeside Avenue

2,500 S.F. INTERIOR REMODEL TO THE MAIN FLOOR OF THE HUNTER BUILDING
2,570 S.F. BUILDING ADDITION TO THE MAIN FLOOR OF THE SANCTUARY BUILDING.

THE EXISTING EXIT CORRIDORS AND OCCUPANCY SEPARATION WALLS ARE TO REMAIN. THE EXISTING RESTROOMS ARE TO BE REPLACED WITH NEW ACCESSIBLE RESTROOMS.
A NEW ELEVATOR, NEW WHEELCHAIR LIFT, AND NEW ACCESSIBLE RAMP ARE TO BE CONSTRUCTED
FOR ACCESS TO THE SANCTUARY BUILDING.
NEW ENTRY DOORS ARE TO BE INSTALLED FACING LAKESIDE AVENUE (SOUTH FACING).
NEW INTERIOR AND EXTERIOR LIGHTING IS TO BE INSTALLED AND NEW FLOOR, WALL, AND CEILING
FINISHES ARE TO BE INSTALLED THROUGHOUT ALL OF THE REMODEL AND ADDITION AREAS.

SITE PLAN:



PROPOSED FAÇADE IMPROVEMENT:

Evaluation:

The Design Review Commission may consider discussing the following 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

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.

Record of Decision

COEUR D'ALENE DESIGN REVIEW COMMISSION
FILE NUMBER DR-5-17
RECORD OF DECISION

A. INTRODUCTION:

David Everson on behalf of the First Presbyterian Church is requesting approval for a façade improvement for the existing "Hunter Building" located at 521 E. Lakeside Avenue in the Downtown Core (DC) zoning district.

B. SUMMARY OF EVIDENCE RECEIVED:

1. The first meeting with the applicant was held on August 31, 2017.
   a. Comments were received from:

   Motion by , seconded by , to approve the design as submitted. The motion passed unanimously.

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*
- *Creativity/Individuality Of Signs – Per the site plan.*

D. DESIGN DEPARTURES:

None.

PROPOSED CONDITIONS
None.

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

ROLL CALL:

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

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_____
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.