

DESIGN REVIEW COMMISSION AGENDA
Conference Room #6, City Hall
710 E. Mullan Ave Coeur ID, 83814

FEBRUARY 26, 2026

12:00 P.M. CALL TO ORDER:

ROLL CALL: Ingalls, Lemmon, Messina, Pereira, Jester, Lundy, Keller

MINUTES: ***ITEM BELOW IS CONSIDERED TO BE AN ACTION ITEM

October 23, 2025 – Design Review Commission Meeting Minutes

PUBLIC COMMENTS:

STAFF COMMENTS:

COMMISSIONER COMMENTS:

OTHER BUSINESS: ***ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS

1. Applicant: Blue Fern Management, LLC
Location: 1202, 1210 and 1212 W. Lacrosse, Ave Coeur d'Alene ID, 83814
Request: Requesting a 1-year extension for the approved design for a proposed 57-unit Townhome project known as the Lacrosse Avenue Townhomes in the Commercial (C-17) Zoning District (DR-1-25)

2. Applicant: Blue Fern Management, LLC
Location: 207, 211 and 213 E. Garden Avenue, and Lots 7, 8, 9 & 10, Block 9 in Coeur d'Alene & Kings Addition, at the Northeast corner of 2nd Street and Garden Avenue, Coeur d'Alene, ID 83814
Request: Requesting a 1-year extension for the approved design for a 15-unit Townhome project known as 207 Garden Townhomes in the Downtown Overlay North (DO-N) Zoning District. (DR-2-25)

PUBLIC HEARINGS: **ITEM BELOW IS CONSIDERED TO BE AN ACTION ITEM

1. Applicant: Chad Oakland, NCO Partners
Location: 1045 N. 4th Street Coeur d'Alene, ID 83814
Request: Requesting approval re-approval of an eight (8) unit 2-story apartment complex known as Midtown Apartments, the Property is zoned C-17 and within the Midtown Overlay District (MO) (DR-1-26)

Presented by Tami Stroud, Associate Planner

2. Applicant: Richardson Design Partnership, LLC
Location: 1602 & 1604 W. Lee Court and 1234 W. Appleway Ave Coeur d'Alene, ID 83814
Request: requesting design approval of a five (5) story, 173 room hotel with surface parking in the C-17 (Commercial) Zoning District (DR-2-26)

Presented by Tami Stroud, Associate Planner

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.

****Please note any final decision made by the Design Review Commission is appealable within 15 days of the decision pursuant to sections [17.09.705](#) through [17.09.715](#) of Title 17, Zoning.***

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MINUTES

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**DESIGN REVIEW COMMISSION
MINUTES
710 E Mullan Avenue, City Hall Conference Room #6
THURSDAY 12:00 pm
OCTOBER 23, 2025**

COMMISSIONERS PRESENT:

Denise Lundy
Kori Keller (On Teams)
Tom Messina, Chair
Kevin Jester

STAFF MEMBERS PRESENT:

Tami Stroud, Associate Planner
Traci Clark, Administrative Assistant

COMMISSIONERS ABSENT:

Jef Lemmon
Jon Ingalls
Michael Periera, Vice Chair

CALL TO ORDER:

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

APPROVAL OF MINUTES:

Motion by Commissioner Lundy, seconded by Commissioner Jester, to approve the minutes of the Design Review Commission meeting on July 30, 2025. Motion Carried.

PUBLIC COMMENTS:

None.

STAFF COMMENTS:

Tami Stroud, Associate Planner provided the following comments:

- She introduced the new commissioner, Kori Keller.

COMMISSION COMMENTS:

None.

OTHER BUSINESS: *ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS.**

1. Applicant: Magnuson Properties Partnership
Location: 816 E. Sherman Avenue, Coeur d'Alene ID 83814
Request: One-year extension of the approved design of 12-unit residential building and two (2) additional single-family dwelling units, totaling 14 units (**DR-4-24**)

Presented by Tami Stroud, Associated Planner

Ms. Stroud provided the following statements:

On September 26, 2024, the Design Review Commission approved a request from Tim Wilson, with Momentum Architecture on behalf of Magnuson Properties Partnership for the design of a 12-unit three-story apartment building and two (2) duplex structures, totaling 14-units on a 0.49-acre site in item DR-4-22. In April of 2025, the project architect worked with staff with a request to modify the duplex use and substitute two single-family dwelling units rather than duplex units along Front Avenue. Staff determined it was not a significant change to the approved design since the footprint and design remained the same. The DRC approval will terminate one year from the date of the mailing which will be on November 1, 2025, without approval of an extension, because substantial development or actual commencement of authorized activities had not occurred.

The applicant has provided a letter that states in summary: Through no fault of the applicant, the timeframe within which this would be completed may well extend beyond September 26, 2024, although MPP anticipates starting prior to that date. In any event, MPP respectfully submits that the foregoing confirms and demonstrates a substantial development of the subject property and requests an extension of the DRC approval of September 26, 2024 for an additional year.

Decision Point

Ms. Stroud stated the Design Review Commission should make the motion to grant a one-year extension of the approved design for the design of a 12-unit three-story apartment building and two (2) single-family dwellings, totaling 14-units on a 0.49-acre site C-17 zoning district. If approved, the design approval is valid through November 1, 2026.

Ms. Stroud concluded with her presentation.

Public testimony opened:

Mr. Wilson stated they have received all the building department reviews, building permits, on all three structures. The site development permit is ready, and the site work has started, he thinks this is just a formality. He wanted to make sure the extension would get it in to make sure there were no hiccups.

Ms. Stroud stated just to clarify a building permit does not mean you have adequate movement on a project.

Mr. Wilson stated the site is fenced off and will start to begin the demo process.

Mr. Magnuson stated it isn't like we haven't done anything in the last year. Things take longer than a year. We have all the permits and all the financing now. We have evicted all the tenants. We plan to start the demo process in the next two weeks.

Commissioner Lundy commented that she read the letter that was submitted and a lot of progress has been made on the site development we have to have the applicant show unusual hardship shown by the applicant. Can you explain what the hardship has been for you over the past year?

Mr. Magnuson replied we could not have moved this project any faster, we have been applying for all of the building permits with Mr. Wilson. We cannot finalize our financing without the building permits. There is nothing more we could have done to advance it any more quickly.

Commissioner Jester stated he likes the quality design. He likes the interior court parking. Job well done. He would like to know who the contractor will be.

Mr. Wilson stated that Atlas Building Group will be the general contractor for this project.

Commissioner Lundy stated she likes that access to Sherman has been eliminated.

Public testimony closed

Commission Discussion:

Motion by Commissioner Jester, seconded by Commissioner Lundy, to approve Item DR-4-24 for a 1-year extension request. Motion carried.

ADJOURNMENT

Motion by Commissioner Lundy seconded by Commissioner Jester, to adjourn the meeting.
Motion carried.

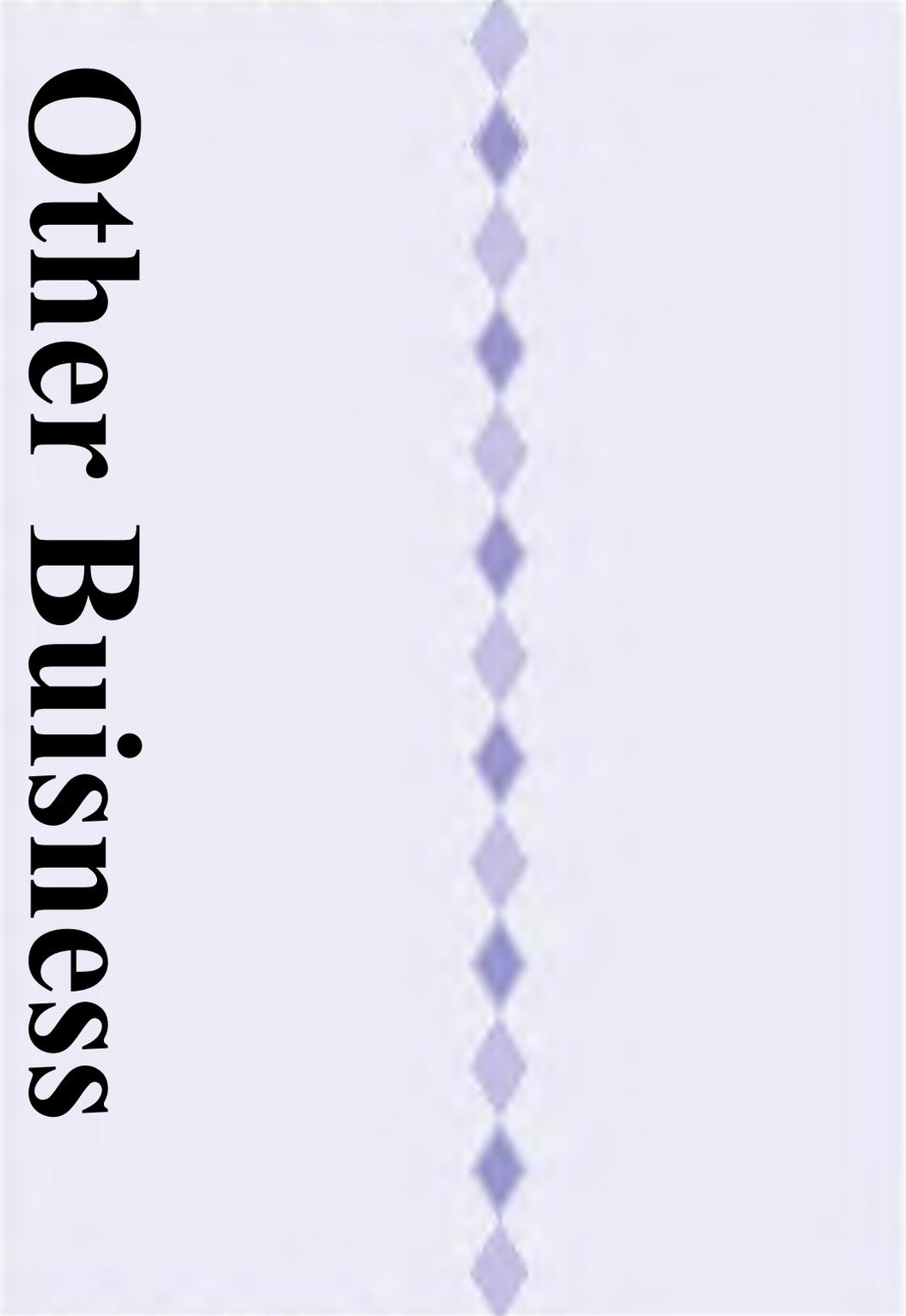
The meeting was adjourned at 12:11 pm.

Prepared by Traci Clark, Administrative Assistant

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Other Business



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**DESIGN REVIEW COMMISSION
STAFF REPORT**

FROM: TAMI STROUD, PLANNER

DATE: FEBRUARY 26, 2026

SUBJECT: DR-1-25 – REQUEST FOR A ONE-YEAR EXTENSION OF THE APPROVED DESIGN FOR A PROPOSED 57-UNIT TOWNHOME PROJECT KNOWN AS THE LACROSSE AVENUE TOWNHOMES IN THE COMMERCIAL (C-17) ZONING DISTRICT.

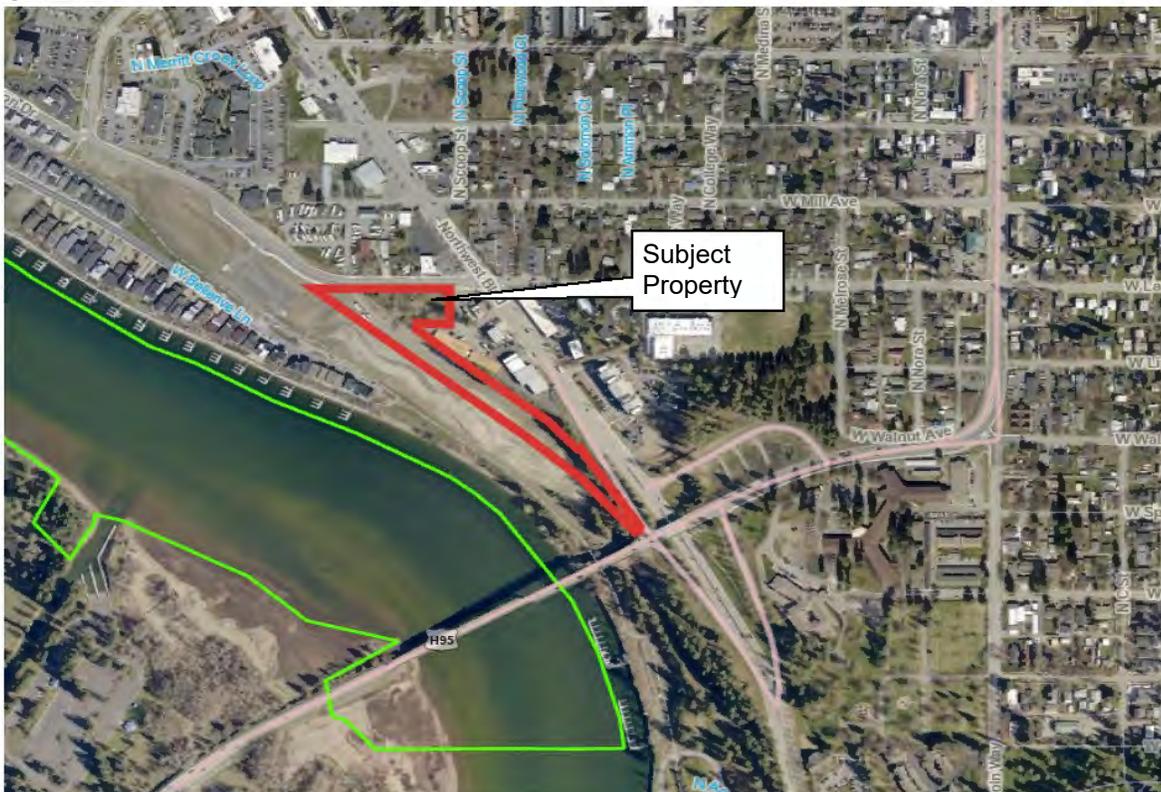
LOCATION: SUBJECT PROPERTIES ARE DESCRIBED AS: 1202, 1210, AND 1212 W. LACROSSE AVENUE, TAX #17333 LOCATED ON THE SOUTH SIDE OF LACROSSE AVENUE AND WEST OF NORTHWEST BOULEVARD, AND TAX #26053, A THREE-ACRE STRIP OF PROPERTY RUNNING IN A NORTHWESTERLY AND SOUTHEASTERLY DIRECTION THAT INCLUDES THE ABANDONED RIGHT-OF-WAY OF THE SPOKANE INTERNATIONAL RAILROAD IN THE SOUTH LACROSSE ADDITION.

PROPERTY OWNER:
Dennis E. Cunningham
PO Box 3398
Coeur d'Alene, ID 83816

PROPERTY OWNER:
Select Investments
13403 N. Government Way
Hayden, Idaho 83835

APPLICANT:
Blue Fern Development
Attn: Michelle Branley
13800 Redmond Way
Redmond, WA 98052

SITE MAP:



DECISION POINT:

A request from Michelle Branley, on behalf of Blue Fern Management LLC, for a one-year extension of an approved design of a 57-unit townhome project within 14 buildings.

PRIOR ACTION:

On March 27, 2025, the Design Review Commission approved the design of a 57-unit townhome project within 14 buildings.

SECTION 17.09.345.C: LAPSE OF APPROVAL

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.

On January 16, 2026, staff received a request from Michelle Branley, on behalf of Blue Fern Management LLC for a one-year extension of the approved design. See attached letter.

COMMISSION ALTERNATIVES:

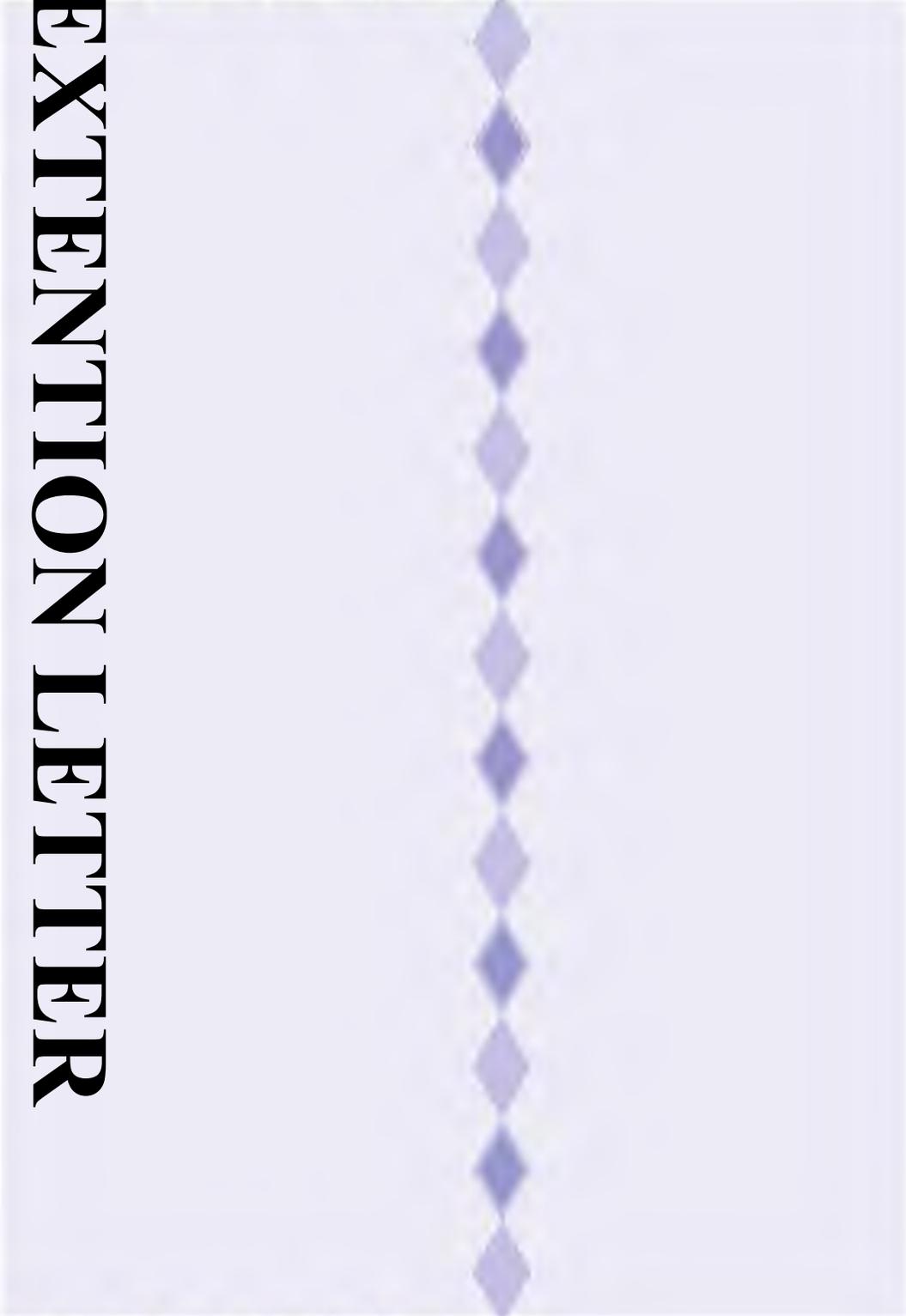
The Commission may, by motion, grant a one-year extension of the approved design of a 57-unit townhome project within 14 buildings. The property is located in the Commercial (C-17) Zoning District. If approved, the design approval is valid through **March 27, 2027**.

The Commission must base their approval upon the applicant showing unusual hardship not caused by the owner or applicant.

The Commission may, by motion, deny the one-year extension. If denied, approval of the design for the project expires.



EXTENSION LETTER





Blue Fern Development

(877) 294-3828

18300 Redmond Way Ste 120

Redmond, WA 98052

Exhibit A

The current market conditions including construction financing constraints coupled with low absorption rates and increased construction costs due to tariffs and labor increases has a brief pause on our development plans. As a result of the constraints, we request that the Design Review Commission consider an extension of the approved DRC. We are closely monitoring the market to determine the timeframe to proceed with acquisition and construction and are committed to see its completion as soon as feasible.



Other Business

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**DESIGN REVIEW COMMISSION
STAFF REPORT**

FROM: TAMI STROUD, PLANNER

DATE: FEBRUARY 26, 2026

SUBJECT: DR-2-25 – REQUEST FOR A ONE-YEAR EXTENSION OF THE APPROVED DESIGN OF A 15-UNIT TOWNHOME PROJECT KNOWN AS 207 GARDEN TOWNHOMES IN THE DOWNTOWN OVERLAY NORTH (DO-N) DISTRICT R-17 (RESIDENTIAL AT 17 UNITS/ACRE) AS THE UNDERLYING ZONING DISTRICT

LOCATION: SUBJECT PROPERTIES ARE LOCATED AT 207, 211 AND 213 E. GARDEN AVENUE LOCATED ON THE NORTHEAST CORNER OF 2ND STREET AND GARDEN AVENUE INCLUDES THREE PARCELS THAT WILL BE CONSOLIDATED THROUGH A FUTURE CONDOMINIUM PLAT PROCESS ARE LEGALLY DESCRIBED AS LOTS 7,8, 9 & 10, BLOCK 9 IN COEUR D ALENE & KINGS ADDITION, ACCORDING TO THE COUNTY, IDAHO CORRECTED PLAT RECORDED IN BOOK “C” OF DEEDS, PAGE 144, OF KOOTENAI

OWNER:
Our Town Development LLC
921 E. Pennsylvania Avenue
Coeur d’Alene, Idaho 83814

CONSULTANT:
Blue Fern Management LLC
Attn. Scott Rosenstock
18300 Redmond Way Ste.120
Redmond, WA 98052



DECISION POINT:

A request from Scott Rosenstock, on behalf of Blue Fern Management LLC, for a one-year extension of an approved design of a 15-unit townhome project.

PRIOR ACTION:

On May 22, 2025, the Design Review Commission approved the design of a 15-unit townhome project.

SECTION 17.09.345.C: LAPSE OF APPROVAL

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.

On January 28, 2026, staff received a request from Scott Rosenstock, on behalf of Blue Fern Management LLC for a one-year extension of the approved design. See attached letter.

COMMISSION ALTERNATIVES:

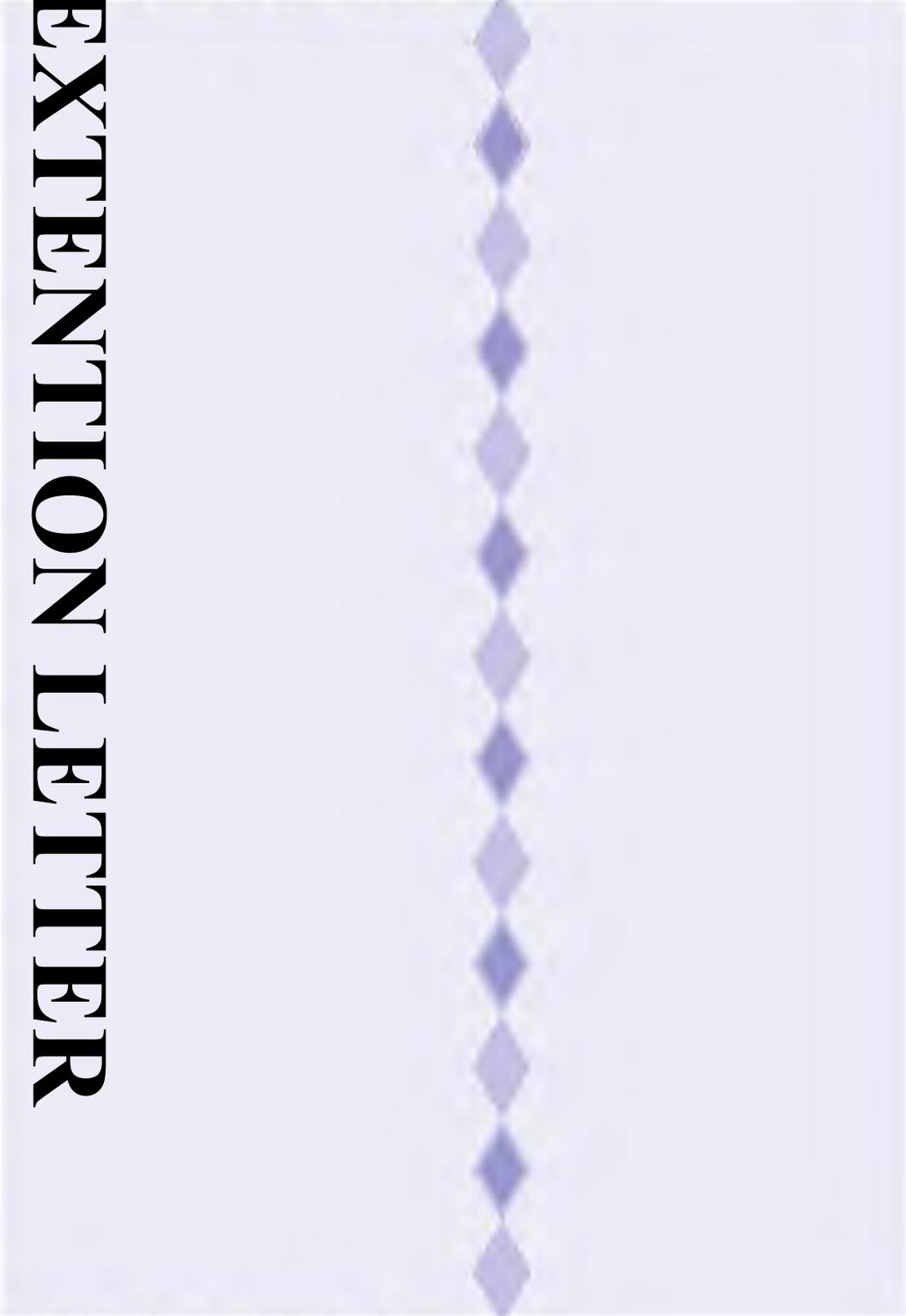
The Commission may, by motion, grant a one-year extension of the approved design of a 57-unit townhome project within 14 buildings. The property is located in the Downtown Overlay North (DO-N) Zoning District. If approved, the design approval is valid through **May 22, 2027**.

The Commission must base their approval upon the applicant showing unusual hardship not caused by the owner or applicant.

The Commission may, by motion, deny the one-year extension. If denied, approval of the design for the project expires.



EXTENSION LETTER



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Blue Fern Development



(877) 294-3828

18300 Redmond Way Ste 120
Redmond, WA 98052

Exhibit A

The current market conditions, including construction financing coupled with low absorption rates and increased construction costs due to tariffs and labor increases, have a brief pause in our development plans. As a result of these constraints, we request that the Design Review Commission consider an extension of the approved DRC. We are closely monitoring the market to determine the timeframe to proceed with acquisition and construction and are committed to seeing its completion as soon as feasible.

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PUBLIC HEARING

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STAFF REPORT

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**DESIGN REVIEW COMMISSION
STAFF REPORT**

FROM: TAMI STROUD, PLANNER

DATE: FEBRUARY 26, 2026

SUBJECT: DR-1-26: REQUEST FOR A MEETING WITH THE DESIGN REVIEW COMMISSION FOR DESIGN RE-APPROVAL OF AN EIGHT (8) UNIT, 2-STORY APARTMENT COMPLEX KNOWN AS "MIDTOWN APARTMENTS". THE PROPERTY IS ZONED C-17 AND WITHIN THE MIDTOWN OVERLAY DISTRICT (MO)

LOCATION: 1045 N. 4th STREET AND 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.

PROPERTY OWNER:
Midtown Apartments, LLC
601 E. Front Ave, Ste. 201
Coeur d'Alene, ID 83814

APPLICANT:
Chad Oakland, NCO Partners
2022 N. Government Way
Coeur d'Alene, ID 83814

APPLICANTS REQUEST: Chad Oakland, NCO Partners, is requesting a Meeting with the Design Review Commission for the re-approval of a proposed eight (8) unit, 2-story apartment building with covered parking at the rear of the property to include 6,202 SF of building area. The subject property is in the Midtown Overlay District (MO) with the Commercial (C-17) zoning district as the underlying zoning. The project must adhere to the MO District Design Guidelines and Standards.

DECISION POINT: Should the Design Review Commission re-approve the design for a proposed eight (8) unit, 2-story apartment building located at 1045 N. 4th Street either with or without conditions, or direct modifications to the project's design and require a second meeting?

DESIGN REVIEW AUTHORITY:

The Design Review Commission ("DRC") is tasked with reviewing the project to ensure compliance with all applicable design standards and guidelines. This project is located within the Midtown Overlay (MO) with the Commercial Zoning District (C-17) as the underlying zoning and is subject to M.C. Chapter 17.05, Article XI, and §17.05.705. The DRC will provide feedback to the applicant and staff on how the applicable design standards and guidelines affect and enhance the project. The DRC will provide direction for the applicant and may suggest changes or recommendations to the proposed project. The DRC may render a decision or request an Optional Second Meeting.

SITE MAP:



LOCATION MAP:



HISTORY:

On November 15, 2018, the Design Review Commission approved a request from Monte Miller of Miller Stauffer Architects, LLC for the design of an 8-unit, 2-story apartment building on a 0.29-acre

site in item DR-8-18. The DRC approval terminated one year from the date of approval which was on November 15, 2019, because substantial development or actual commencement of authorized activities had not occurred. The property is in the process of changing hands, and the perspective owner, Chad Oakland, NCO Partners would like to move forward with the same project which requires re-approval. The required Project Review meeting was held on December 17, 2025, and the Initial Meeting on December 23, 2025, with Planning Staff.

READER'S NOTE:

This staff report is largely unchanged from the version that went to the Design Review Commission on November 18, 2018. Because the DRC approval expired, and was not extended, the current applicant needed to begin the process again. A full analysis is required for the commission to make findings. There are no significant changes to the information, analysis and/or conditions as previously presented.

Also: staff utilized portions of the 2018 submittal guidelines worksheet submitted with the original application to provide further details on the proposed design and how the guidelines were met with the original approval.

PROJECT ANALYSIS:

The property is located at 1045 N. 4th Street and is on the southwest corner of 4th 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 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 2nd floor windows and lower roof overhangs above the main floor windows. Siding in 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 horizontal lap siding and have covered stairs for the 2nd floor access. All exterior lighting will be low level. Entrances into the building for tenants are on the first and second floors along Birch Avenue and on the south side of the building.

The development lies within the Midtown Overlay (MO) and C-17 zoning districts along 4th Street. There are commercial uses along both sides of 4th 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".

The applicant's Narrative is on the following page, and the project information has been included in your packet.

Applicant's Narrative:

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 4th Street & 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 separate 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 2nd floor windows and lower roof overhangs above the main floor windows. Siding at this section is shingles. Two story forms behind the roof braces will have board and batten siding. The base of the building will change to a horizontal lap siding and have covered landings at the 2nd floor access points.

All exterior lighting will be low level, down lighting.

The overall height of the building is 30ft with two roof forms. This project includes the addition of new carport structures to serve on-site parking. The carports will be constructed of durable steel materials, utilizing wide-flange steel beams and tube steel framing to ensure long-term structural integrity. The roofing system and trim will consist of 26-gauge metal panels with a manufacturer's 25-year warranty.

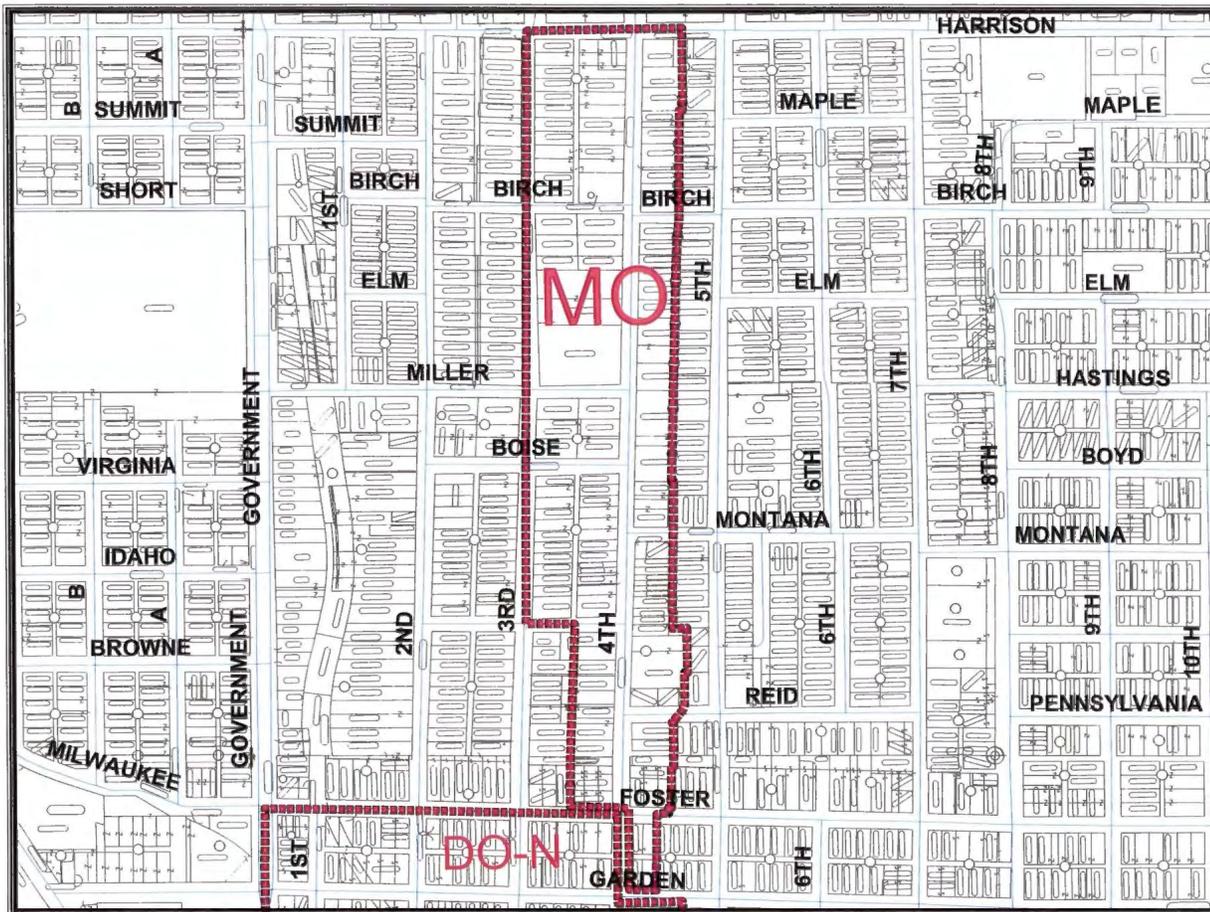
The carport roofs will be designed with a flat pitch to maintain snow retention on the project site and prevent snow shedding into drive aisles and pedestrian areas.

The standard carport clear height will be 7 feet 2 inches, with the ADA-designated parking space constructed at a clear height of 8 feet 2 inches to meet accessibility requirements. All carports are designed to complement the existing development while providing weather protection and durable, low-maintenance performance.

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.

- ❖ **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.



SITE PHOTOS:

SITE PHOTO 1: Looking southeast along E. Birch Avenue with the subject property on the right, which is currently vacant.



SITE PHOTO 2: View looking west from 4th Street at the subject property.



SITE PHOTO 3: Looking east from the subject property at the Mexican Food Factory, a local restaurant along 4th Street, directly across from the subject property.



SITE PHOTO 4: View looking south from 4h Street at the neighboring property which abuts the interior side of the subject property.



SITE PHOTO 5: View looking north along 4th Street from the eastern edge of the subject property on the left.



SITE PHOTO 6: View looking north along 4th Street. There are commercial uses along both sides of 4th Street in the vicinity of the subject property.



SITE PHOTO 7: Looking east along Birch Ave. toward 4th Street at the existing commercial uses.



SITE PHOTO 8: Looking southwest along 4th Street at the abutting property which includes an apartment complex with nine (9) existing units..



SITE PHOTO 9: Looking northeast along Birch Avenue at a commercial project north of the subject property which provides service uses.



SITE PHOTO 10: Looking south near the Birch Avenue access point at several neighboring properties that access the "alley".



DESIGN REVIEW ANALYSIS

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

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

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

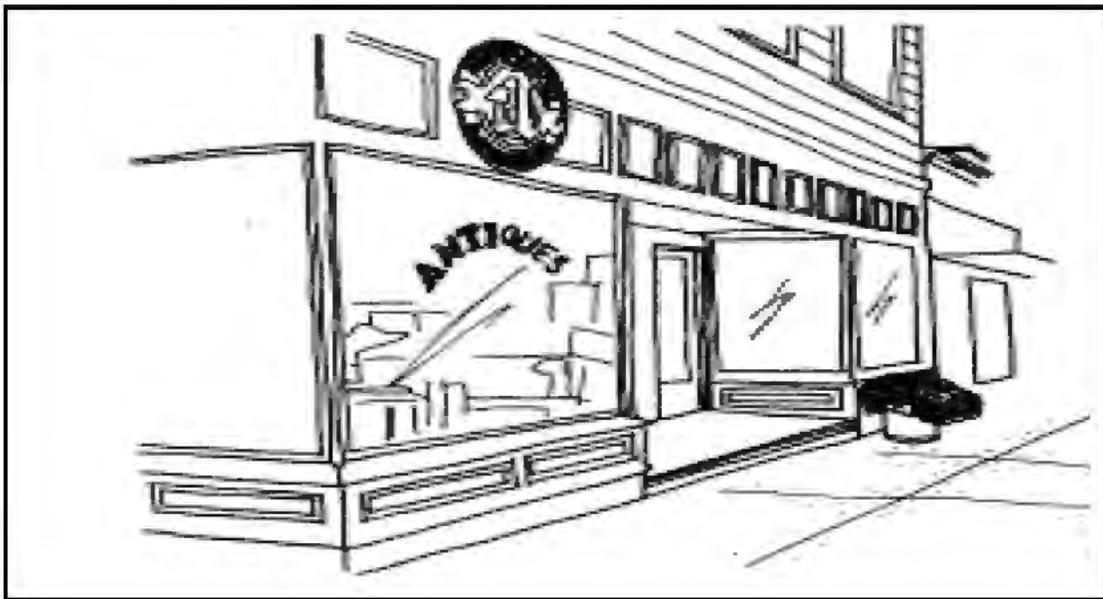
REQUESTED DESIGN DEPARTURE:

GROUND FLOOR WINDOWS – MO DISTRICT ONLY

The Infill Development Regulations and Design Standards require the following:
In order to provide visual connection between activities inside and outside the building, a minimum of 60% of any ground floor façade facing the street shall be comprised of windows with clear, “vision” glass. Display windows may be used to meet half of this requirement.

This proposal only seeks a Departure for the 60% glazing of any ground floor façade facing the street because this project is a residential apartment complex and not a commercial use.

Graphic depicting a commercial application requiring 60% glazing:



MIDTOWN APARTMENTS DESIGN DEPARTURE REQUEST:



February 10, 2026

The applicant requests a Design Departure as part of the design review for the Midtown Apartments. The Commercial Design Guidelines establishes facade requirements intended for commercial buildings with storefront conditions. The proposed project includes no commercial use and is entirely residential.

The intent of the guideline is to promote visibility and connection along commercial streets. As a fully residential development, the Midtown Apartments do not function as a commercial frontage, and the project seeks a Design Departure from the glazing requirements of this section.

The project aligns with the Comprehensive Plan by supporting urban neighborhood development in the C-17 zone and emphasizing a residential street frontage that balances connection to the street with appropriate privacy for residents.

Sincerely,

Chad Oakland

DESIGN DEPARTURE CRITERIA:

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

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

These same review criteria are used by the Design Review Commission in considering a design departure request. Because this project is being reviewed by the DRC, they will make the determination on the Design Departure.

Applicable 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~~

APPLICANT'S DESIGN GUIDELINES WORKSHEET:

The applicant's representative has provided additional details on how the project has met the required Midtown Overlay Design Standards as noted on the Design Guideline worksheet below.

NCO Partners

Midtown Apartments – Design Guidelines for MO-District

General Landscaping

The building will set back from the 4th Street sidewalk 8 feet allowing and landscape buffer with a variety of colors and texture.

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 aesthetic and stormwater management.

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/Service Areas

Trash receptacle will be located along the alley and will be screened with fence enclosures complimenting the site fencing.

Lighting Intensity

All lighting will be low level, down lighting.

Screening of Rooftop Equipment

There will be no rooftop equipment, in the event mini -splits are added they will be screened with landscaping or a pre-manufactured screen.

Parking Lot Landscape

The landscaping will be included in the site landscaping plan; no landscape islands are being installed in the parking area.

Location of Parking

Parking will be in the rear of the structure, coming off of the abandoned alley. There will be

carports installed over the parking spaces. Each space will be 9 x 20 in size, except for the ADA spot, which has its own requirements per federal law

Grand Scale Trees

No Grand Scale Trees are on site.

Identity Elements

Identity elements have been installed along 4th St. These will remain in place.

Fences Next to Sidewalks

A site surrounding fence is proposed with an enhanced covered gate entrance off Birch Ave. The fence will be visually transparent, so landscaping visually flows through the fence.

Walls Next to Sidewalks

There are no walls next to sidewalk.

Curbside Planting Strips

Per City Urban Forester requirements, plus what has been proposed in the landscape plan.

Unique Historic Features

There is nothing to retain, it's a vacant lot.

Entrances

The principal entrance to the site will have a covered, ornamental gate. Entrances to each individual units will be covered at the landings on both floors, to protect unit entries from weather. Also each unit entry will have an address and appropriate low-level lighting.

Orientation to the Street

The main entry will be from E. Birch Ave with a clearly identifiable entrance gate.

Treatment of Blank Walls

There are no blank walls. All sides of the structure will be broken up with windows and doors. No blank wall runs for longer than 30 ft.

Integration of Signs with Architecture

No signs at this time.

Creativity/Individually of Signs

No signs at this time.

Sidewalk Uses

Normal use, as there is no commercial in the subject property.

Maximum Setbacks

The building setbacks from both fronting streets will be less than 10 feet.

Ground Floor Windows

Applicant is requesting a departure from the design, as this is residential only project.

Ground Level Details

There are no additional details required per the MO designs standards, as this is a residential only building.

Roof Edge

Pitch of the primary roof will have a 6:12 pitch. Dormers facing 4th Street and all will feature shed roofs.

Width and Spacing of Curb Cuts

There will be no curb cuts along either of the frontage streets, access will be from the abandoned alley. This entrance will be improved per the engineering department requirements.

Massing: Sassing/Middle/Top

The top of the building will feature four hipped roof slopes with 6:12 pitch.

Accessory Buildings

Covered carports will be landscaped and feature the same colors as the principal building.

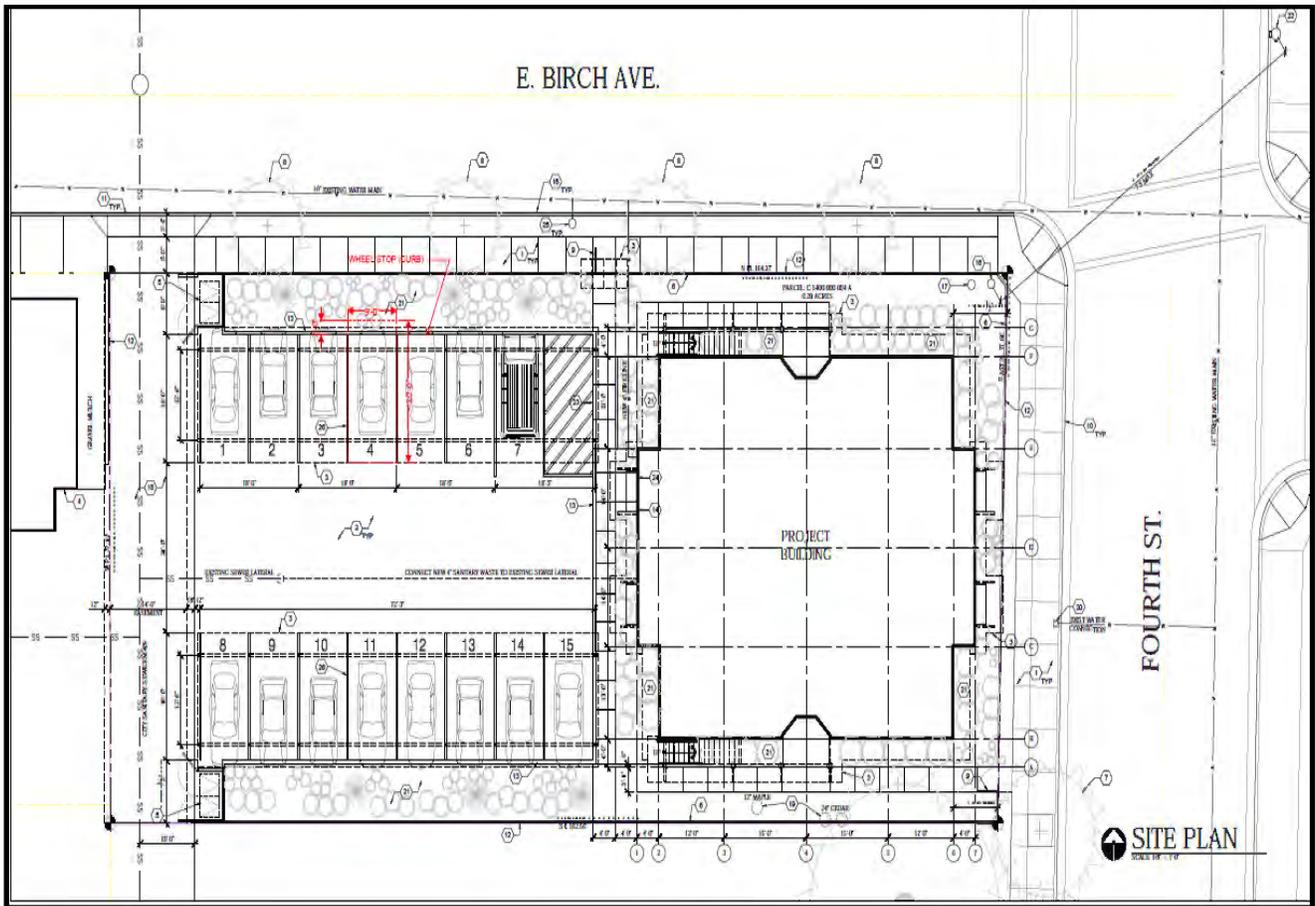
Setbacks Adjacent to Single Family

There are no single family dwellings adjacent to the subject property, just a 9-unit apartment building directly to the south

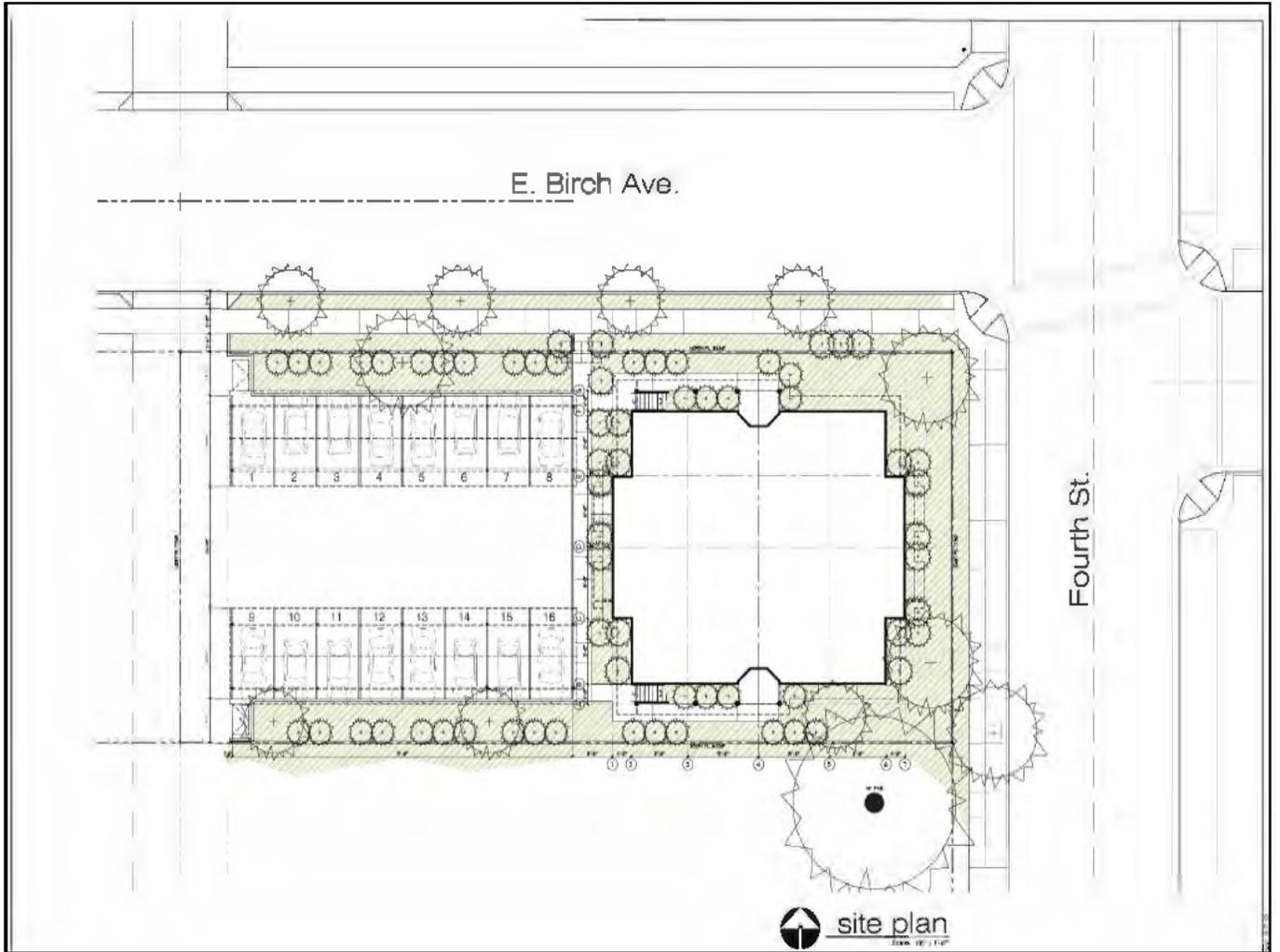
SITE PLAN, BUILDING ELEVATIONS, BUILDING MATERIALS, AND LANDSCAPE PLANS:

The following pages include the proposed site plan, elevations, building materials and landscaping for a proposed eight (8) unit, 2-story apartment building.

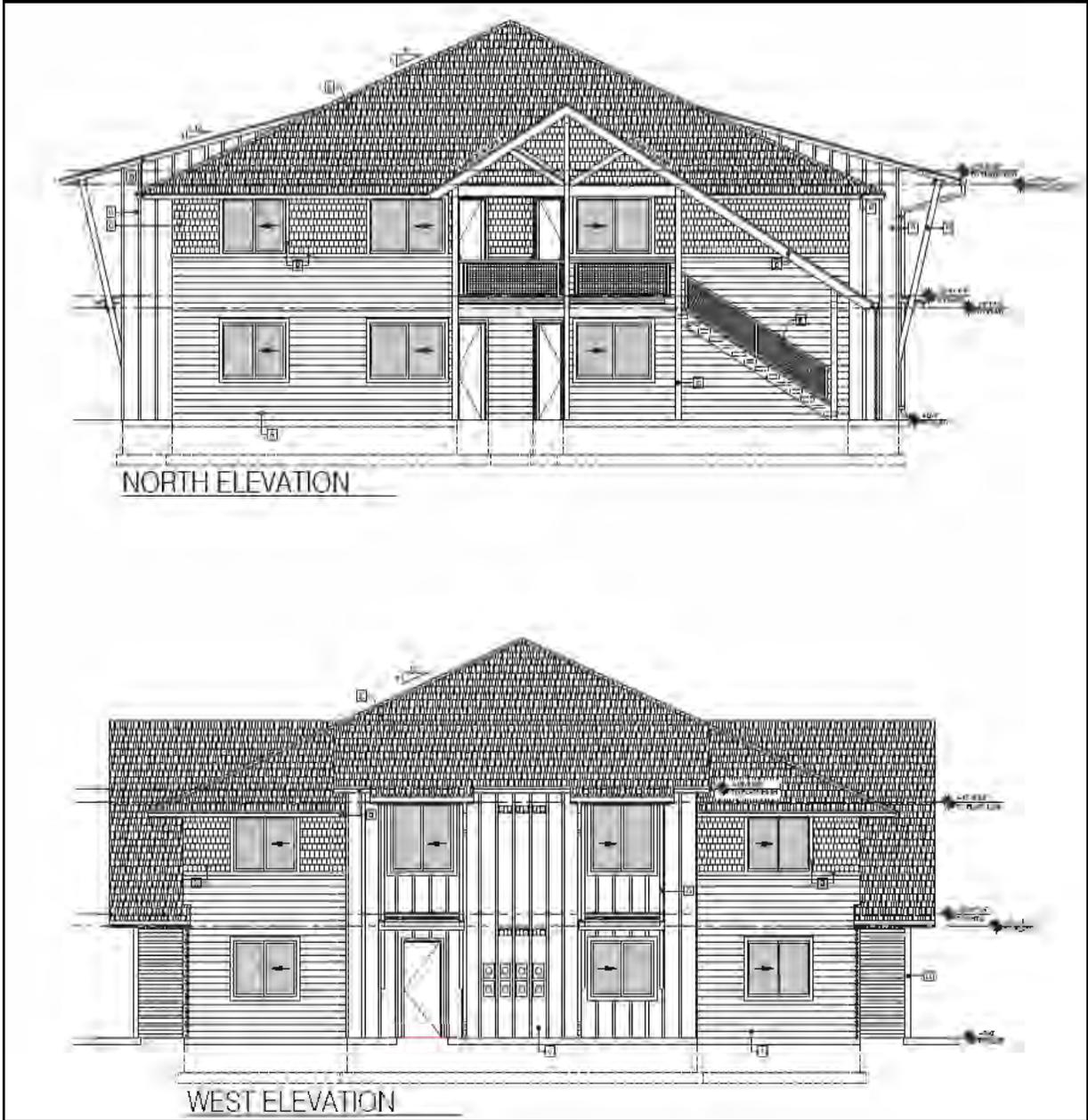
SITE PLAN:



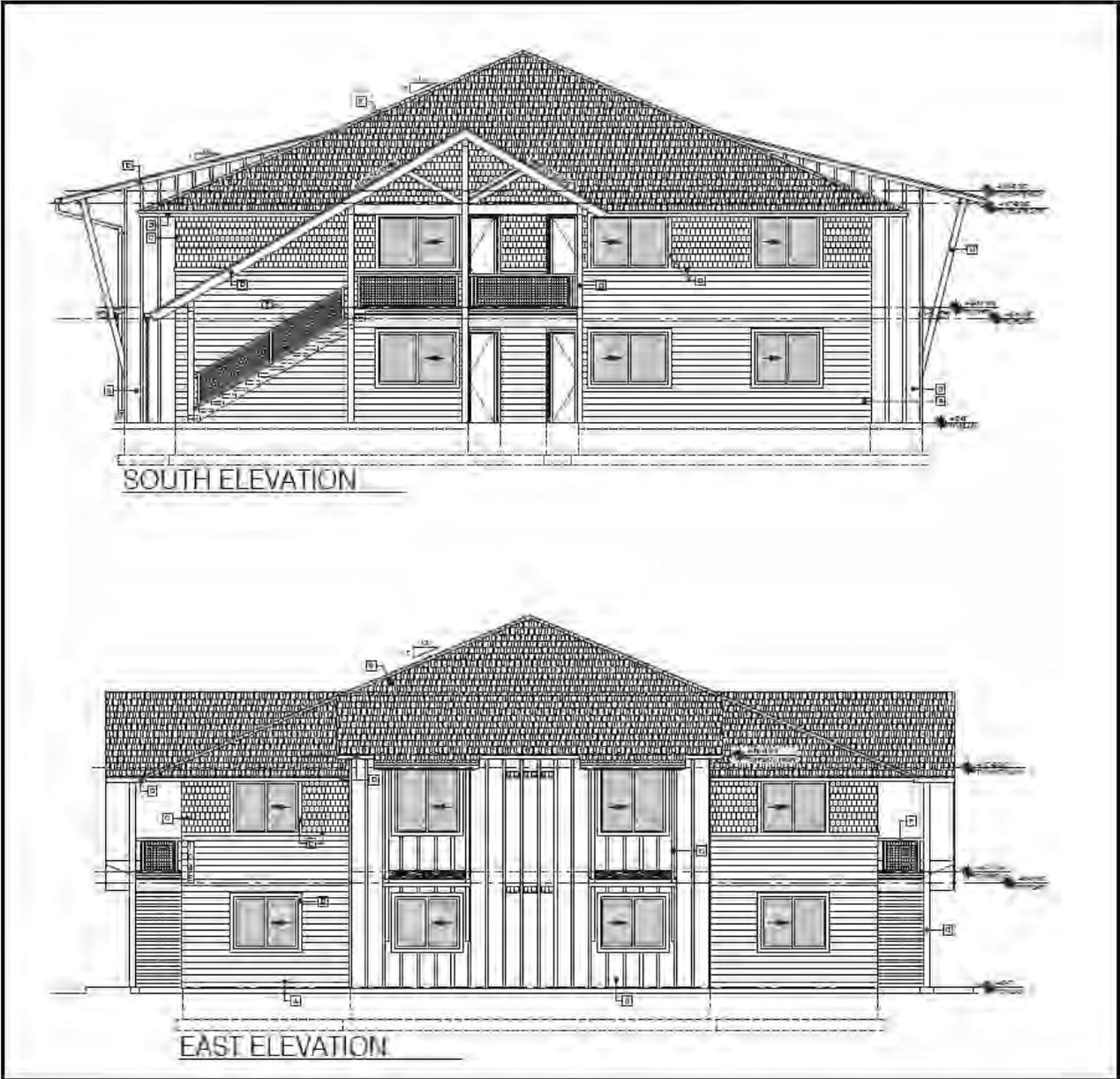
COLORED SITE PLAN:



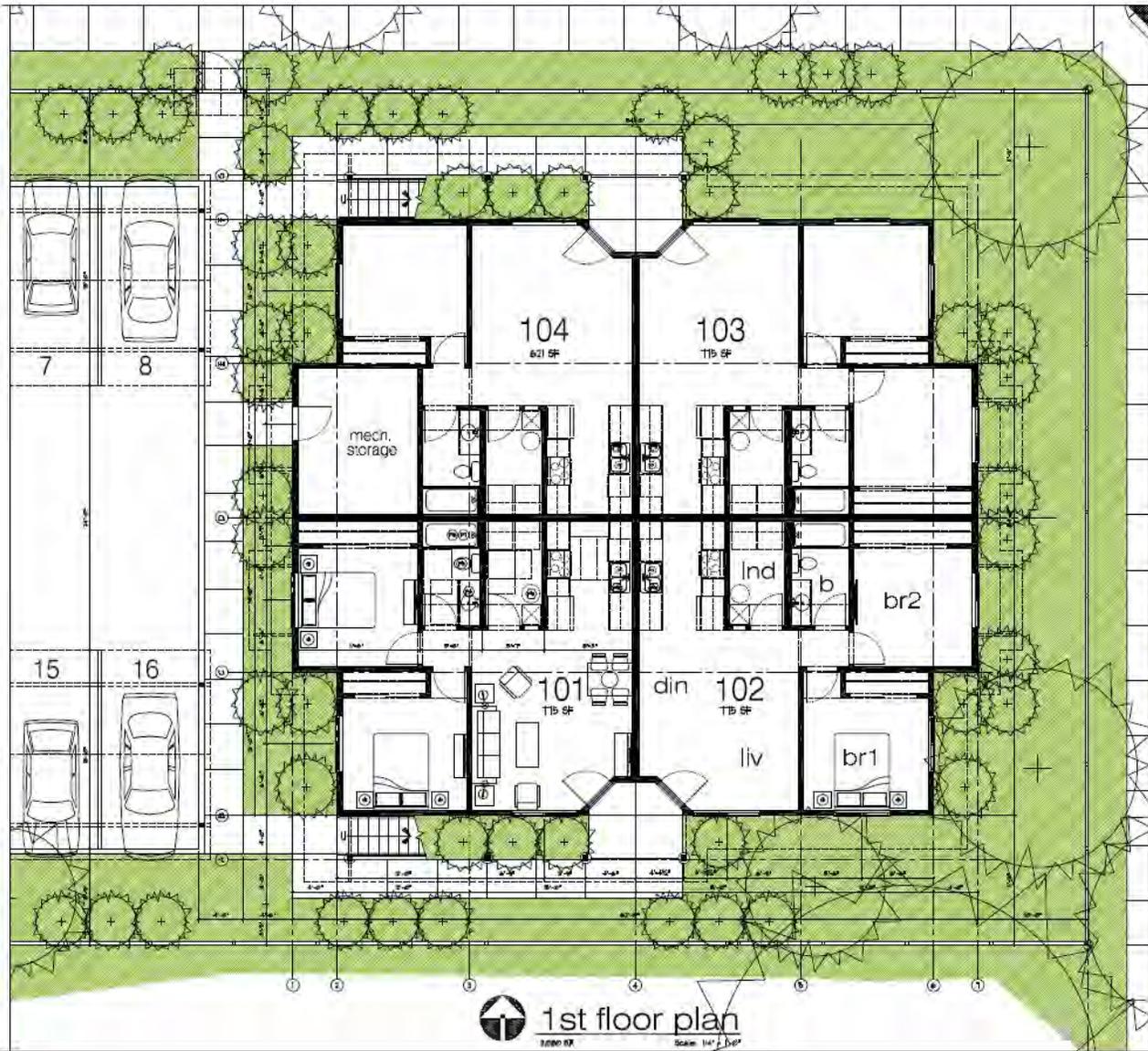
NORTH AND WEST ELEVATIONS:



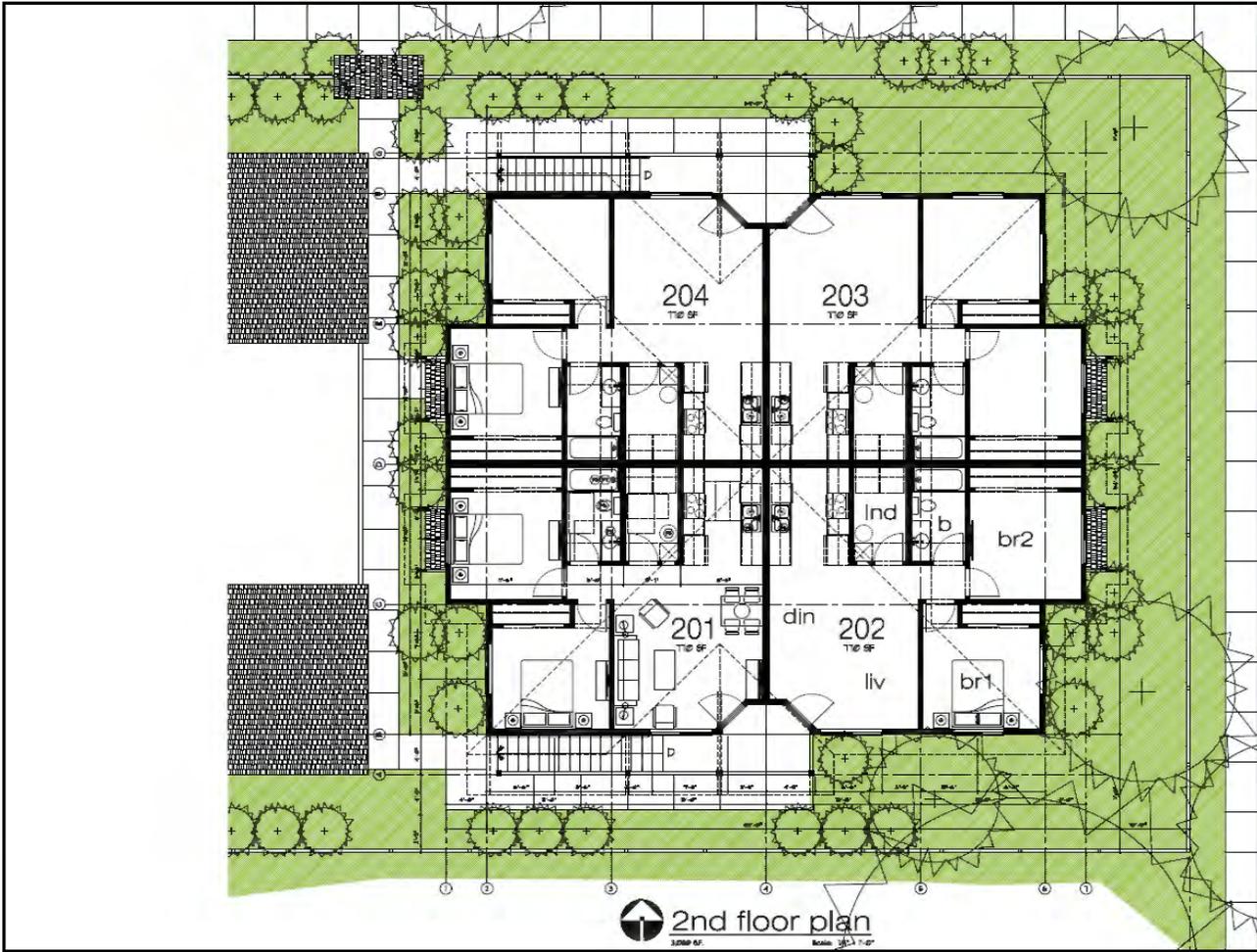
SOUTH AND EAST ELEVATIONS:



PROPOSED 1ST FLOOR PLAN:



PROPOSED 2ND FLOOR PLAN:



MIDTOWN APARTMENTS CONCEPTUAL PLANS:

View from 4th and Birch Avenue



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

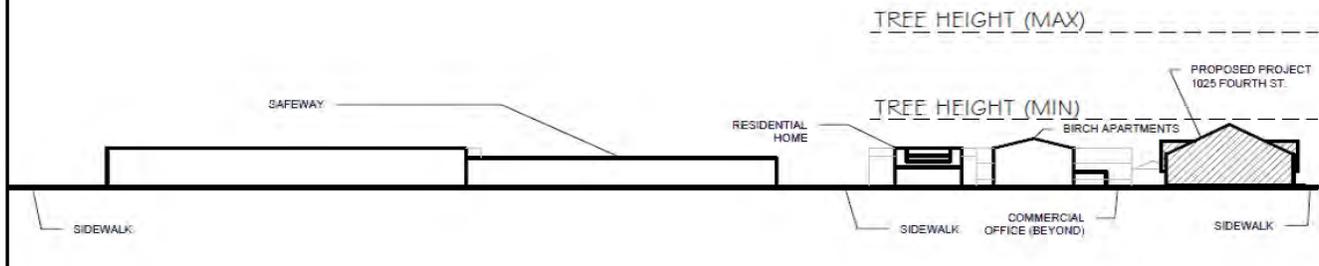


View looking east at the rear of the apartment building with the proposed carports on the left and right side of the rendering.

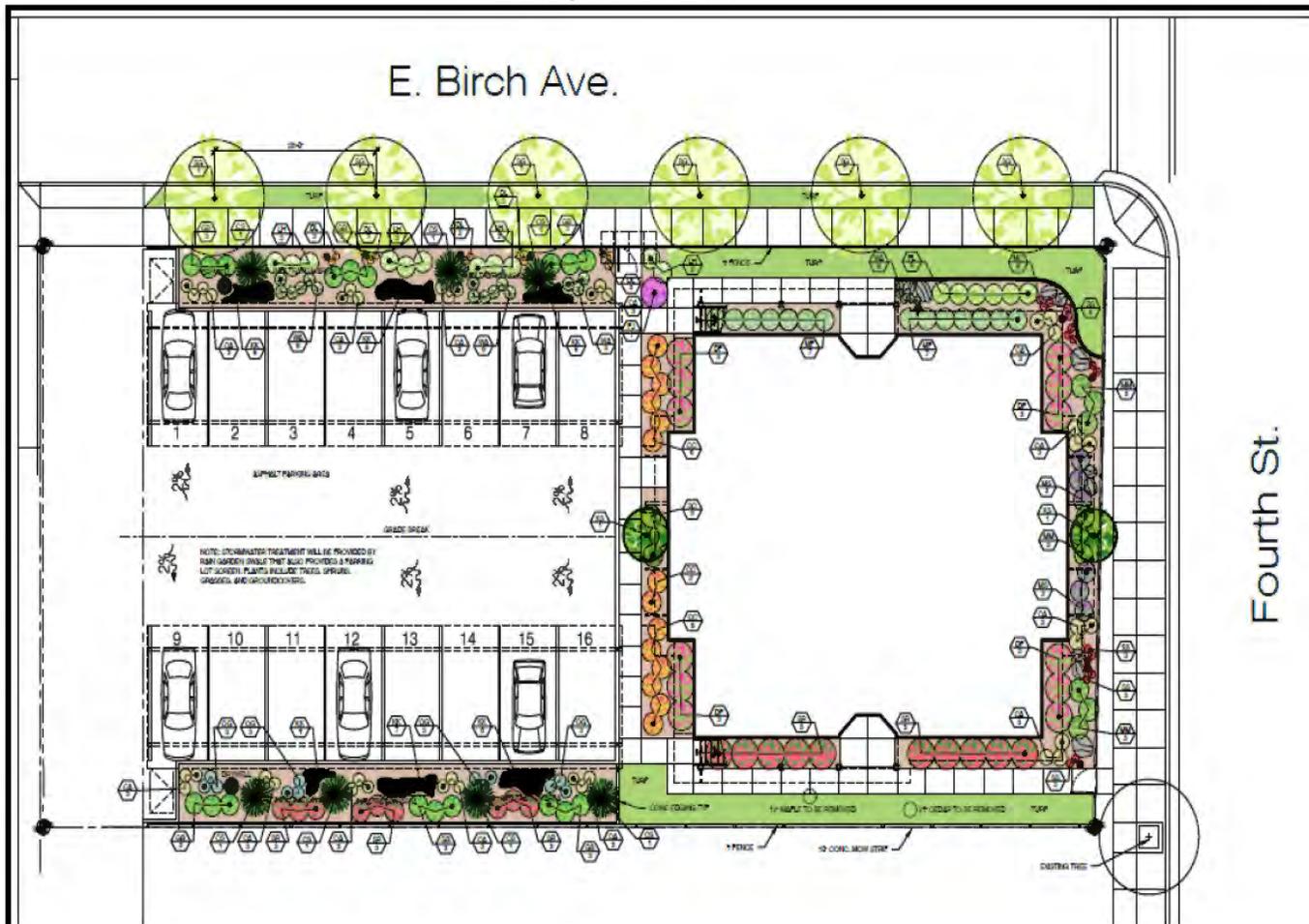


BLOCK ELEVATION:

Block Elevation 1045 Fourth



LANDSCAPE PLAN:



MATERIAL LEGEND

	A	FIBER CEMENT LAP SIDING - JAMES HARDIE HARDIEPLANK CEDARMILL - 6" EXPOSURE - MOUNTAIN SAGE
	B	FIBER CEMENT VERTICAL SIDING - JAMES HARDIE HARDIEPANEL - VERT SIDING W/ HARDIETRIM BATTENBOARD - RUSTIC GRAIN - 16" D.C. - RICH ESPRESSO
	C	FIBER CEMENT SHINGLE SIDING - JAMES HARDIE HARDIESHINGLE - STRAIGHT EDGE - SANDSTONE BEIGE
	D	FIBER CEMENT TRIMBOARD - TRIM AND FASCIA - JAMES HARDIE HARDIETRIM - RICH ESPRESSO
	E	PABCO PREMIERE LAMINATED FIBERGLASS SHINGLE ANTIQUE BLACK
	F	POWDER COATED STEEL RAILING SHERWIN WILLIAMS - BLACK MAGIC - SW 9991
	G	EXPOSED WOOD STRUCTURE - WOODSCAPES SOLID BODY STAIN SHERWIN WILLIAMS - MONTEREY TAN - SW 3049

STAFF EVALUATION OF FACTS:

- The applicant is seeking design review re-approval from the DRC for the 1045 N 4th Street and known as the Midtown Apartments (Item DR-1-26). The project design was originally approved on November 18, 2018 in item DR-8-18.
- The subject property is located at 1045 N. 4th Street and 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, According to the Records of Kootenai County, Idaho
- The existing zoning is in the Midtown Overlay (MO) District with the underlying zoning as C-17 (Commercial at 17 units/acre) zoning district as shown by the City's zoning map, and is subject to the Infill Overlay District (MO) Design Standards and the M.C. Chapter 17.07.900, Article VII, and § 17.09.305, and review by the City's DRC.
- The subject property is 12,632 square feet.
- The total building square footage would be 6,202 square feet.
- The applicant has submitted all required materials for design review as provided by M.C. § 17.09.325(A) through (E).
- The applicant completed a project review meeting with the original submittal on December 17, 2025 as required by M.C. § 17.09.325(B).
- The applicant has completed an initial meeting with staff including the original submittal information on December 23, 2025, as required by M.C. § 17.325(D).
- Public testimony will be received by the DRC at a public hearing on February 26, 2026.
- All legal notice requirements for the public hearing have been met:
 - Seventy-one (71) public hearing notices were mailed to all property owners of record within three hundred feet (300') of the subject property on February 6, 2026, which fulfills the legal requirement as provided by M.C. §17.09.315(A).
 - The public hearing notice was published in the Coeur d'Alene Press on February 7, 2026, which fulfills the legal requirement for the Design Review as provided by M.C. § 17.09.315(A).
 - The subject property was posted with the public hearing notice on February 9, 2026, which fulfills the proper legal requirement as provided by M.C. § 17.09.315(A).
- The project is below the allowable floor area ratio (FAR) as provided in M.C. § 17.05.685(A). The basic FAR in the MO zoning district is 1.0. The maximum with bonuses is 2.0. The project requires an FAR of .5 which is half of the allowable floor area. The applicant has not requested development bonuses for the proposed project. **(FAR BONUSES)**
- The proposed project would be two stories and maximum of 30' feet tall. The maximum allowable in the Infill Overlay District is 45' (MO) pursuant to M.C. § 17.05.690(A). **(BUILDING HEIGHT)**

- M.C. §17.05.725(A)(3) requires 1.75 parking stalls per two bedroom unit in the Midtown (MO) Overlay District. There are eight (8) two-bedroom units requiring 1.75 space per. A total of 14 parking spaces are required. The applicant has provided 16 parking spaces, which is two (2) more than is required by the Midtown Overlay (MO) District standards. The project provides carports for the units. **(PARKING COUNT & LOCATION)**
- A landscape plan has been provided depicting the proposed landscaping along Birch Avenue and 4th Street to meet the landscape/buffer design standards. 25% (3200 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 areas will be bordered by turf areas providing green aesthetic and stormwater management. **(GENERAL LANDSCAPING)**
- Parking will be located behind the building with alley access. Landscape buffers separate the covered parking from the property to the south and Birch Avenue to the north. **(SCREENING OF PARKING LOTS)**
- Trash /service areas are required to be screened. Trash collection is proposed along the alley and will be screened with 6' fence enclosures complimenting the site fencing. **(SCREENING OF TRASH/ SERVICE AREAS)**
- In order to conserve energy, prevent glare and reduce light pollution while providing sufficient site lighting for safety, requirements must be met. All exterior lighting will be low level, down lighting. **(LIGHTING INTENSITY – STREET LIGHTING)**
- No rooftop mechanical equipment is proposed. In the event mini-splits are added they will be screened with landscaping or a pre-manufactured screen. **(SCREENING OF ROOFTOP MECHANICAL EQUIPMENT)**
- The site is bordered by 4th Street to the east and E. Birch to the north and none of the frontage will have new curb cuts. Access to parking will be from an existing driveway approach behind the building. **(CURB CUTS WIDTH AND SPACING)**
- Covered parking for the proposed apartment project is at the rear portion of the site with alley access. No landscaping is triggered. **(PARKING LOT LANDSCAPE)**
- This project includes the addition of new carport structures at the rear of the apartment complex to serve on-site parking. A total of 16 parking spaces will be provided; 14 stalls are required. Each space will be 9' x 20' except for the ADA spot. The carports will be constructed of durable steel materials, utilizing wide-flange steel beams and tube steel framing to ensure long-term structural integrity. The roofing system and trim will consist of 26-gauge metal panels with a manufacturer's 25-year warranty. **(LOCATION OF PARKING)**
- There are no grand scale trees. The lot is currently vacant. **(GRAND SCALE TREES)**
- MO District: Identity elements for the MO District include seasonal landscaping, street trees, accent trees, garden planting strips and/or yard art. Landscaping along the E. Birch Avenue street frontage to conceal parking will be provided. **(IDENTITY ELEMENTS)**
- A site surrounding fence is proposed with enhanced gate entrances. The fence will be visually transparent, so landscaping visually flows through the fence. **(FENCES NEXT TO SIDEWALKS)**
- This guideline is not applicable. There are no walls proposed adjacent to sidewalks. **(WALLS NEXT TO SIDEWALKS)**

- Per City Urban Forester requirements, plus what has been proposed in the landscape plan along Birch and 4th Street. **(CURBSIDE PLANING STRIPS)**
- The site is currently vacant and does not contain any historic signs, pavement markings or structures to retain. **(UNIQUE HISTORIC FEATURES)**
- The MO guidelines require the building entry be marked by at least one element from each of the required Group A, Group B and Group C lists.
 - Each unit entrance is identifiable from the street or sidewalk, marked by the following elements from Groups A, B and C: Front porch, sidelights flanking the doorway and the building name is proposed along the lower portion of the building face along Birch/4th Street. **(ENTRANCES)**
- Clearly Identifiable Entry: The principal entrance to the site will be from E. Birch Avenue with a clearly identifiable entrance gate. Both principal building entrances will provide recessed, protected unit entries. **(ORIENTATION TO THE STREET)**
- In order to reduce the apparent bulk of multi-story buildings and maintain pedestrian scale by providing a sense of “base,” “middle,” “top” guidelines the applicant has addressed the massing as noted: The proposed structures incorporate a top, middle and base as required by the infill Overlay-MO district. **(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 pitch, timber roof beams supporting upper “shed” roof overhangs above the 2nd floor windows and lower roof overhangs above the main floor windows. Siding at this section will include shingles. building is grounded by the horizontal datum of the porch roof lines, detailing at columns and brackets under the low roofs, and recessed, covered entry porches.
 - The base of the building will change to horizontal lap siding and have covered stairs for the 2nd floor access.
- Applicant is requesting a departure from the design, as this is residential apartment complex. (The Design Departure request is on page 14). **(GROUND FLOOR WINDOWS)**
- There are no blank walls. All sides of the structure will be broken up with windows and doors. No walls run longer than 30 feet. **(TREATMENT OF BLANK WALLS)**
- No signage is proposed. **(INTEGRATION OF SIGNS WITH ARCHITECTURE)**
- No signage is proposed. **(CREATIVITY/INDIVIDUALITY OF SIGNS)**
- The proposal does not abut a side yard of an existing single-family residence. There is an existing three-story apartment complex with nine (9) units abutting the interior site on the south. **(SETBACKS ADJACENT TO SINGLE-FAMILY)**
- In order to create a lively, pedestrian friendly sidewalk environment buildings shall be set up to the back of the sidewalk along pedestrian streets. Exception: buildings may be set back up to 10 feet for the purpose of providing a publicly accessible “plaza” “courtyard” or recessed entrance. The building setbacks from both fronting streets will be less than 10 feet. **(MINIMUM/MAXIMUM SETBACKS)**

- There are no additional details required per the MO design standards, as this is only residential complex. **(GROUND LEVEL DETAILS)**
- Pitch of the primary roof will have a 6:12 pitch. Dormers facing 4th Street and will feature shed roofs. **(ROOF EDGE)**
- Covered carports will be landscaped and feature the same colors as the principal building. **(ACCESSORY BUILDINGS)**

RECOMMENDED CONDITIONS OF RE-APPROVAL

Planning:

1. The proposed design shall be substantially similar the DRC approval of item DR-1-26.

DESIGN REVIEW COMMISSION'S ROLE

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

DECISION POINT

The DRC should grant the application in Item DR-1-26, a request by Chad Oakland, NCO Partners for design review re-approval for a proposed eight (8) unit, 2-story apartment building with covered parking at the rear of the property to include 6,202 SF of building area located at 1045 N. 4th Street, re-approval with or without conditions, or determine that the project would benefit from an additional DRC Meeting to review project changes in response to the first DRC Meeting if it is deemed necessary based on all the circumstances.

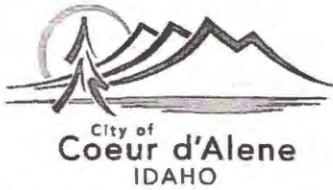
Attachments:

Application and Narrative



APPLICANT'S APPLICATION

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DESIGN REVIEW APPLICATION

Oct. 29 2025

STAFF USE ONLY 12/29/25 Received by: TS Fee paid: 3328 Project # DR-1-26

D.P.C. Medford

REQUIRED SUBMITTALS

Application Fee: \$ 2,000.00

Publication Fee: \$ 300.00

Mailing Fee (x1): \$ 1.00 per address + \$ 28.00
(The City's standard mailing list has 28 addresses per public hearing)

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

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

APPLICATION DOCUMENTS:

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

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

B. Materials to Be Submitted for Initial Meeting with Planning Staff: Not later than fifteen (15) days before the Initial Meeting with staff, the applicant must submit the supplemental and updated information required by this subsection to the Director. If all required items are not submitted two weeks prior to the scheduled meeting, the Director may postpone the Initial Meeting to a later date. Prior to the Initial Meeting with Planning staff, all Floor Area Ratio (F.A.R.) development bonuses must be approved by the Community Planning Director, or his or her designee.

APPLICATION INFORMATION

PROPERTY OWNER: MIDTOWN APARTMENTS, LLC		
MAILING ADDRESS: 601 E. FRONT AVE ST. 201		
CITY: CDA	STATE: IO	ZIP: 83814
[REDACTED]	FAX: -	EMAIL: 1
APPLICANT OR CONSULTANT: CITAD OAKLAND / NCO PARTNERS		STATUS: ^{ACTUAL} PROPOSED OWNER ENGINEER / OTHER
MAILING ADDRESS: 2022 N. GOVT. WAY		
CITY: CDA	STATE: IO	ZIP: 83814
[REDACTED]	FAX: -	EMAIL: [REDACTED]

FILING CAPACITY

- Recorded property owner as to of _____
- Purchasing (under contract) as of 12/8/25
- The Lessee/Renter as of _____
- Authorized agent of any of the foregoing, duly authorized in writing. (Written authorization must be attached)

SITE INFORMATION:

PROPERTY LOCATION OR ADDRESS OF PROPERTY: <u>1045 N. 4TH ST.</u>		
EXISTING CITY ZONING (CHECK ALL THAT APPLY): R-1 <input type="checkbox"/> R-3 <input type="checkbox"/> R-5 <input type="checkbox"/> R-8 <input type="checkbox"/> R-12 <input type="checkbox"/> R-17 <input type="checkbox"/> MH-8 <input type="checkbox"/> NC <input type="checkbox"/> C-17 <input checked="" type="checkbox"/> C-17L <input type="checkbox"/> CC <input type="checkbox"/> DC <input type="checkbox"/> LM <input type="checkbox"/> M <input type="checkbox"/> NW <input type="checkbox"/>		
TAX PARCEL # <u>C-5400-000-004-A</u>	TOTAL NUMBER OF LOTS: <u>1</u>	ADJACENT ZONING: <u>C-17</u>
GROSS AREA/ACRES: <u>.29</u>	CURRENT LAND USE: <u>C-17 / VACANT LOT</u>	ADJACENT LAND USE: <u>MULTI-FAMILY</u>
DESCRIPTION OF PROJECT/REASON FOR REQUEST: <u>NEW 8 UNIT APARTMENT PROJECT w/ 16 COVERED CAR PORTS</u>		

CERTIFICATION OF APPLICANT:

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

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

Signed:

[Signature]
(applicant)

Notary to complete this section for applicant:

Subscribed and sworn to me before this 23 day of December, 2025.

Notary Public for Idaho Residing at: Coeur d'Alene, Idaho

My commission expires:

04/12/27

Signed:

[Signature]
(notary)



CERTIFICATION OF PROPERTY OWNER(S) OF RECORD:

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

Name: Monte Miller Telephone No.: [Redacted]

Address: 727 E Front Ave Ste 302 Coeur d'Alene ID 83814

Signed by Owner: [Signature]

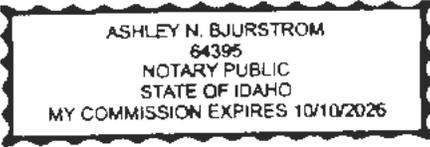
Notary to complete this section for all owners of record:

Subscribed and sworn to me before this 23rd day of December, 2025.

Notary Public for Idaho Residing at: 3150 Bernice Ct Hayden Idaho

My commission expires: 10/10/2026

Signed: Ashley Bjurstrom
(notary)





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 4th Street & 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 separate 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 2nd floor windows and lower roof overhangs above the main floor windows. Siding at this section is shingles. Two story forms behind the roof braces will have board and batten siding. The base of the building will change to a horizontal lap siding and have covered landings at the 2nd floor access points.

All exterior lighting will be low level, down lighting.

The overall height of the building is 30ft with two roof forms.



PUBLIC COMMENTS



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From: [Donna Phillips](#)
To: [CLARK, TRACI](#)
Cc: [Planning](#)
Subject: RE: PUBLIC NOTICES FOR DESIGN REVIEW TO BE HELD ON THURSDAY FEBRUARY 26, 12:00
Date: Friday, February 6, 2026 4:12:31 PM
Attachments: [image001.png](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Afternoon,

The City of Hayden has no comments regarding the two public hearings. Thank you for the opportunity to comment.

Donna Phillips, GISP

Community Development Director

From: CLARK, TRACI <TCLARK@cdaid.org>
Sent: Friday, February 6, 2026 10:40 AM
To: CLARK, TRACI <TCLARK@cdaid.org>
Subject: RE: PUBLIC NOTICES FOR DESIGN REVIEW TO BE HELD ON THURSDAY FEBRUARY 26, 12:00

Greetings,

Attached is a copy of the public hearing notices for Design Review to be held on **THURSDAY FEBRUARY 26, 12:00** in conference room #6 City Hall.

If you have any comments, please let me know.

Traci Clark
Administrative Assistant
Planning Department, City of Coeur d'Alene

208.769-2240
tclark@cdaid.org



From: [Kim Stevenson](#)
To: [CLARK, TRACI](#)
Subject: ITEMS: DR-1-26 & DR-2-26
Date: Tuesday, February 10, 2026 8:54:54 AM
Attachments: [image001.png](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Morning Traci,

The Coeur d'Alene Airport has no comment on either of the items listed above.

Have a great day! Kim


COEUR D'ALENE
A I R P O R T

Kim Stevenson
Compliance Administrator
10375 N Sensor Ave
Hayden, ID 83835
(208) 446-1861

From: [Martinez, Leo](#)
To: [CLARK, TRACI](#)
Subject: PUBLIC NOTICES FOR DESIGN REVIEW TO BE HELD ON THURSDAY FEBRUARY 26, 12:00
Date: Monday, February 9, 2026 7:48:50 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[public_notice_.pdf](#)
[public_notice_.pdf](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Traci,

Phillips 66 does not have any utilities within the attached project vicinities.

Thanks,



Leo Martinez

Associate, Operations Support • Real Estate Services

O: 805-541-8912 | F: 805-538-6204
18781 El Camino Real | Atascadero, CA 93422
Leo.Martinez@phillips66.com



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From: CLARK, TRACI <TCLARK@cdaid.org>

Sent: Friday, February 6, 2026 10:40 AM

To: CLARK, TRACI <TCLARK@cdaid.org>

Subject: [EXTERNAL]RE: PUBLIC NOTICES FOR DESIGN REVIEW TO BE HELD ON THURSDAY FEBRUARY 26, 12:00

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This email originated from outside our organization. Please verify the sender's identity and exercise caution before clicking on any links or downloading attachments. Be wary of unexpected requests for sensitive information. If in doubt, click on the "Report Suspicious" button.

[Report Suspicious](#)

Greetings,

Attached is a copy of the public hearing notices for Design Review to be held on **THURSDAY FEBRUARY 26, 12:00** in conference room #6 City Hall.

If you have any comments, please let me know.

Traci Clark
Administrative Assistant
Planning Department, City of Coeur d'Alene

208.769-2240

tclark@cdaid.org



STAFF REPORT

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**DESIGN REVIEW COMMISSION
STAFF REPORT**

FROM: TAMI STROUD, ASSOCIATE PLANNER

DATE: FEBRUARY 26, 2026

SUBJECT: DR-2-26: REQUEST FOR THE FIRST MEETING WITH THE DESIGN REVIEW COMMISSION FOR DESIGN APPROVAL OF A FIVE (5) STORY, 173 ROOM HOTEL WITH SURFACE PARKING IN THE C-17 (COMMERCIAL) ZONING DISTRICT

LOCATION: SUBJECT PROPERTIES ARE DESCRIBED AS: 1602 & 1604 W. LEE COURT AND A PORTION OF THE SOUTH HALF OF 1234 W. APPLEWAY AVENUE (TO BE SUBDIVIDED) PARCEL # C-0000-011-3100, C-0000-011-3075, C-0000-011-3050, C-0000-011-3025, LOCATED AT THE BEND OF LEE COURT AND APPLEWAY AVENUE

PROPERTY OWNER:

Wealth Hospitality Group
PO Box 3398
Coeur d'Alene, ID 83816

APPLICANT:

Richardson Design Partnership, LLC
Cameron Hudspeth
510 South 600 East
Salt Lake City, Ut 84102

APPLICANTS REQUEST: Cameron Hudspeth with Richardson Design Partnership, LLC, on behalf of Wealth Hospitality Group, is requesting a First Meeting with the Design Review Commission for design approval of a proposed five (5) story, 173 room hotel with surface parking. The property is located within the Commercial (C-17) zoning district.

DECISION POINT: Should the Design Review Commission approve the design for a proposed five (5) story, 173 room hotel with or without conditions, or direct modifications to the project's design and require a second meeting?

DESIGN REVIEW AUTHORITY:

The Design Review Commission (“DRC”) is tasked with reviewing the project to ensure compliance with all applicable design standards and guidelines. This project is located within the Commercial (C-17) zoning district and located within the C-17/C-17L zoning district in an area where design guidelines and standards exist with trigger points for DRC review. The DRC will provide feedback to the applicant and staff on how the applicable design standards and guidelines affect and enhance the project. The DRC will provide direction to the applicant and may suggest changes or recommendations to the proposed project. The DRC may render a decision during the First Meeting or request an Optional Second Meeting.

Any project larger than 50,000 square feet or located on a site 5 acres or larger or with more than 2 departures trigger review by the Design Review Commission if located in the C-17 and C-17L districts. (Municipal Code § 17.09.320(A))

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

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

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

AERIAL PHOTO:



PROPERTY LOCATION MAP:



PROJECT INFORMATION AND BACKGROUND:

The subject property is located at 1602 and 1604 W. Lee Court and a portion of the south half of 1234 W. Appleyway (to be subdivided). The site is currently vacant. The project would include a 173-room hotel on four (4) parcels that will be consolidated into one parcel. The proposed hotel will be a five (5) story structure. The average height of the building is +/- 66' tall. The highest point of the building is approximately 71' from finished grade. There is no height limit in the C-17 zoning district. The north side of the building will have a large outdoor patio to allow guests to relax and enjoy the outdoors. The hotel also includes a meeting room and dining area. A pool and fitness center are also provided on the southeast side of the building. A total of 173 parking spaces is required. The applicant is providing 177 surface parking stalls.

The building is designed to front Lee Court using an existing curb cut to enter hotel parking and porte-cochere located behind the building. The combined size of the four parcels associated with this request is 118,127 SF or 2.71 acres.

A Project Review Meeting with staff was held on **November 18, 2025**. During the meeting, staff discussed the proposed project with the project development team and provided code requirements pertaining to the Commercial Design Guidelines within the commercial (C-17) zoning district and items that needed to be addressed.

On **December 19, 2025**, staff met with Cameron Hudspeth, architect, with The Richardson Design Partnership, L.L.C, and a member of the project team from Wealth Hospitality Group for the Initial Meeting with staff to review the DRC application submittal. Staff discussed the items below in order to schedule the First meeting with the Design Review Commission.

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

PROJECT ANALYSIS:

The applicant submitted all required application materials and has met the Project Review Meeting and Initial Staff Meeting requirements per M.C. § 17.09.325(A) through (D), and will be having the First Meeting with the DRC on February 26, 2026 per § 17.09.325(E).

The proposed project is located on four (4) parcels with frontage along Lee Court. The parcels will be consolidated to combine the land for the hotel into one parcel utilizing the Short Plat process. The project would include a 173-room hotel within one (1) building. A total of 177 surface parking spaces will be provided. The total size of the four parcels associated with this request is 118,127 SF or 2.71 acres.

The proposed project is in the Commercial (C-17) zoning district and must adhere to the Commercial Design Guidelines.

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

SITE AREA: 118,127 S.F. (2.71 ACRES) comprised of four (4) parcels

TOTAL NUMBER OF BLDGS: 1

GUESTROOMS: 173, total building area: 98,851 S.F.

BUILDING HEIGHT: 5-stories

PARKING: 177 surface parking spaces

Applicant's Narrative:

December 01, 2025

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

RE: Design Review Application Narrative

Residence Inn Coeur d'Alene
1602 & 1604 Appleway Ave & 1234 W. Appleway Ave
Coeur d'Alene, Idaho 83814

Ladies and Gentlemen:

On behalf of Wealth Hospitality Group, LLC (Applicant, or "WHG"), we are submitting this written narrative as part of the Design Review application for the development of a new hotel on a 2.71-acre parcel of land located at 1602, 1604 & 1234 Appleway Ave.

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

Project Description:

Wealth Hospitality Group is a dynamic leader in the hospitality industry, specializing in hotel ownership, development, and management. With a commitment to excellence and innovation, they strive to deliver an exceptional guest experience. Their strategic approach, coupled with a passion for hospitality, drives their success in creating and managing properties that exceed industry standards.

The building is designed with neutral gray panels and warm wood tones that pulls design inspiration from the local developments and its adjacency to the Spokane Rivier recreation areas. Lighting is provided to light the sidewalks around the site, while also preserving the dark skies of the region. The North side of the building will have a large outdoor patio to allow guests to relax and enjoy the outdoors. The hotel also includes a meeting room and a dining area with large spans of storefront to allow natural light to fill these areas. A large pool and fitness center are also provided on the Southeast side of the building.

The proposed hotel location at the bend of Lee Ct. and Appleway Avenue is an ideal location for a hotel of this size and function. The location is perfect for guests traveling on Interstate 90, the hotel is right off the exit making it easy to navigate. The property is also within a short distance of the Blackwell Island Recreation area, Kootenai Health Medical Campus, and the many amenities and services offered in the Riverstone development.

Wealth Hospitality Group, in conjunction with The Richardson Design Partnership, look forward to welcoming guests into a unique hotel that helps activate this small-scale commercial corridor.

Project Overview of Proposed Development:

Parcel #'s: C-0000-011-3100

C-0000-011-3075

C-0000-011-3050

C-0000-011-3025

Zoning Designation: C-17

Site Area: 118,127 S.F. 2.71 Acres

Total Building Area: 98,851 S.F.

Building Footprint: 20,275 S.F. 17% Site Coverage

Building Height: 5 Stories

Parking: 177 Stalls

Guestrooms: 173 Guestrooms

We have organized this narrative to generally coincide with the (C-17) Commercial Design Guidelines.

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

SITE PHOTO 1: Looking south at a portion of the subject property with I-90 and a commercial building in the background.



SITE PHOTO 2: Looking southeast at a portion of the subject property and the abutting commercial use, the Sower Bible Bookstore, which will remain.



SITE PHOTO 3: View from a portion of the subject property looking west. The Cracker Barrel restaurant is to the right and on the north side of Lee Court.



SITE PHOTO 4: View looking west from the subject property. The Northwest Boulevard/Ramsey Road intersection is further west of the subject property.



SITE PHOTO 5: View from Lee Court looking southeast at the Sower Book Store which abuts the subject property. The south portion of the bookstore's property will be incorporated into the overall site for the hotel via the Short Subdivision process.



SITE PHOTO 6: View from center of the subject property looking north across Lee Court towards an existing retail/restaurant use.



SITE PHOTO 7: View looking northeast at the Idaho Central Credit Union building on the north side of Appleway Avenue.



THE CITY OF: Coeur d'Alene

commercial design guidelines (C-17 & C-17L)



PURPOSE:

This section of the Design Standards and Guidelines for the City of Coeur d'Alene, ID focuses on site planning and design guidance for the commercial zones C-17 and C-17L. These areas represent a diverse areas across the City linking neighborhoods along commercial corridors. The standards and guidelines serve to maintain the distinct character of these areas of Coeur d'Alene while encouraging appropriate development that ensures vibrant and functional commercial areas.

DESIGN REVIEW ANALYSIS

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

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

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

REQUESTED DESIGN DEPARTURES:

None.

Applicable C-17/C-17L Commercial Design Guidelines

- *Curb Cuts*
- *Sidewalks Along Street Frontages*
- *Street Trees*
- ~~*Grand Scale Trees*~~
- *Walkways*
- ~~*Residential/Parking Lot Screening*~~
- *Parking Lot Landscaping*
- *Lighting*
- *Screening of Service and Trash Areas*
- *Screening of Rooftop Equipment*
- *Entrance Visible from Street*
- *Windows Facing Street*
- *Treatment of Blank Walls*
- *Roof Edge*
- *Width and Spacing of Curb Cuts*
- *Massing: Base/middle/top*
- ~~*Accessory Buildings*~~
- ~~*Setbacks Adjacent to Single Family*~~

The applicant has provided a detailed analysis of how they believe the project complies with all required design guidelines on pages 13-15. The Applicant's Narrative is also attached.

APPLICANT'S DESIGN GUIDELINES WORKSHEET:

The applicant's representative has provided additional details on how the project has met the required C-17/C-17L Commercial Design Guidelines and Standards as noted on the Design Guideline worksheet below.

Coeur d'Alene Commercial Design Guidelines for C-17 Zoning:

1. Location of Parking "18. Setbacks Adjacent to Single Family"

Parking for the project is fully exposed surface parking within the property. The parking lot has one access point from Lee Court. We will be using the existing curb cut. The property is surrounded by commercial zoning and doesn't abut to any single family properties.

Required Parking (Residential & Hotels)

- Min. 1 stall per unit
- Min. 1 stall per office

Provided Parking Stalls:

- 173 Guestrooms
- 2 Offices
- 177 Stalls total
- Ratio = 1.01 stall per Unit

2. Sidewalk Uses "2. Sidewalks Along Street Frontages" "5. Walkways" "12. Windows facing Street"

2.1 Amenity Zones: There are no trees that are grand scale trees within this property. New trees will be planted within the property. The raised patio on the North side of the building will be connected to the public sidewalk by a 6' concrete sidewalk.

2.2 Clear Walkway: The existing 8' concrete sidewalk along Appleway Avenue is to be preserved and maintained. Two separate walkways connect it to the hotel raised patio area, the parking lot and main hotel entrance. A 6' sidewalk is to be added along Lee Court connected by a walkway to the main entrance and ADA accessible route to the hotel lobby.

2.3 Storefront Area: Storefront area is used to maximize view along I-90 allowing views of the Spokane River and the evergreen laden mountains on the river's Southside. The building façade along the North side incorporates numerous windows as well as an exterior patio and signage. The hotel provides 22.5% of clear glazing along the street facing North side to meet the required 20% minimum.

3. Width and Spacing of Curb Cuts "1. Curb Cuts"

One curb cut exists on Lee Court which is proposed to be retained to provide access to the parking lot and main entrance of the building.

4. Street Trees “2. Street Trees”

The hotel will have numerous deciduous trees on the north side to beautify the site and provide shade in the summer for the building and pedestrians while also allowing sunlight through in the winter. Trees will be selected from the approved species list and meet the design standards for C-17.

5. Grand Scale Trees “3. Grand Scale Trees”

No trees were found to meet the requirements of a ‘grand scale tree’ on this site.

4. Screening of Trash/Service Areas “9. Screening of Service and Trash Areas” “17. Accessory Buildings”

The trash area is located within the surface parking lot and will be accessed off Lee Court by local garbage service. The trash area will be screened from view on all sides with a 6’ tall sight obscuring block wall. The two sides and rear of the enclosure will match the exterior material. At the front of the enclosure will be an opaque decorative architectural gate. There will be no accessory buildings for this project.

5. Lighting Intensity “8. Lighting”

5.1 Street Lighting: Most of the exterior building lighting will be recessed lights in the main level canopies at the ground floor level to provide light to pedestrians and guests at outdoor areas.

5.2 Building Lighting: There are no existing streetlights along Lee Court. We propose the use of single-arm cobra-style streetlights to match surrounding properties and provide the necessary lighting in the parking area. The project proponent will work with city staff and the utility provided to ensure adequate streetlight spacing is maintained, and the appropriate streetlights are installed.

6. Entrances “11. Entrance Visible from Street”

The main building entrance sits under a prominent porte cochere on the South side of the building making it easily visible from the I-90 off ramp. The exterior patio on the north side sits at the bend of Lee Court and Appleway Avenue to activate this area with pedestrians.

7. Massing “16. Massing: Base/middle/top”

7.1 Sections: The top section of the building is distinguished by varying materials and parapet heights, additional windows, wood siding, and a band of fiber cement panels. The base of the building features a large amount of storefront glazing, canopies, and brick to define the ground level.

7.2 City Block Elevations: Appleway Avenue has mostly low-rise buildings with some newer construction of mid-rise buildings like the Idaho Central Union. The massing of the hotel will help the transition to newer mid-rise developments along Lee Court and Appleway Avenue.

9. Weather Protection

The hotel is designed with canopies over the exits and entrances around the building. The canopies will have metal fascia with a wood plank soffit. The main entrance will be protected by a porte cochere with finishes to match the building. The canopies and porte cochere will contain recessed downlights to provide lighting under the opaque covering.

10. Treatment of Blank Walls “13. Treatment of Blank Walls”

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

1. A change in materials horizontally as well as vertically, creating identifiable building base, mid-section and top, as well as rhythm along the span of the facades. The brick base acts as a belt course for the building.
2. Recess in the façade of at least six feet in depth.
3. Roof canopies at the ground floor level and a decorative canopy above level 5.
4. Raised outdoor patio with outdoor seating.

Additional features at the pedestrian level include contrasting wall materials and vegetated building perimeter.

11. Roof Edge

The building design doesn't include any pitched roofs. The typical roofline of the building includes parapets at various heights creating a prominent silhouette against the sky. At the ends of the building brick sits at the base and continues upward to the top of the parapet creating a tower like feel that grounds the building

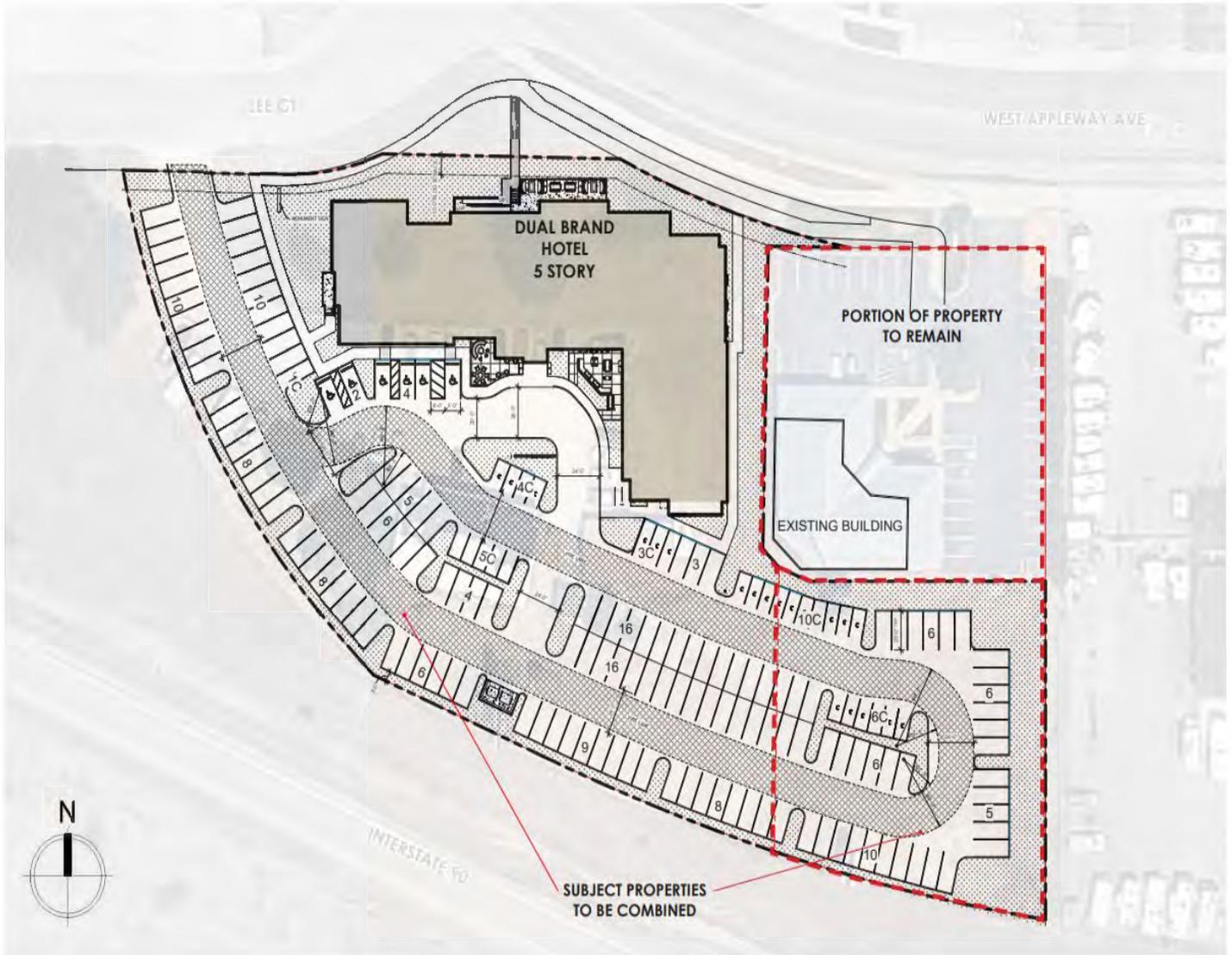
12. Screening of Rooftop Mechanical Equipment “10. Screening of Rooftop Equipment”

The proposed building is designed with extended parapets to screen a majority of the rooftop equipment. The roof top mechanical units and the elevator penthouse are located in the center of the roof to pull them away from the parapets to effectively screen them from view.

SITE PLAN, BUILDING ELEVATIONS, BUILDING MATERIALS, AND LANSCAPE PLANS:

The following pages include the proposed site plan, elevations, building materials and landscaping for the Hilton Dual Brand Hotel

SITE PLAN:

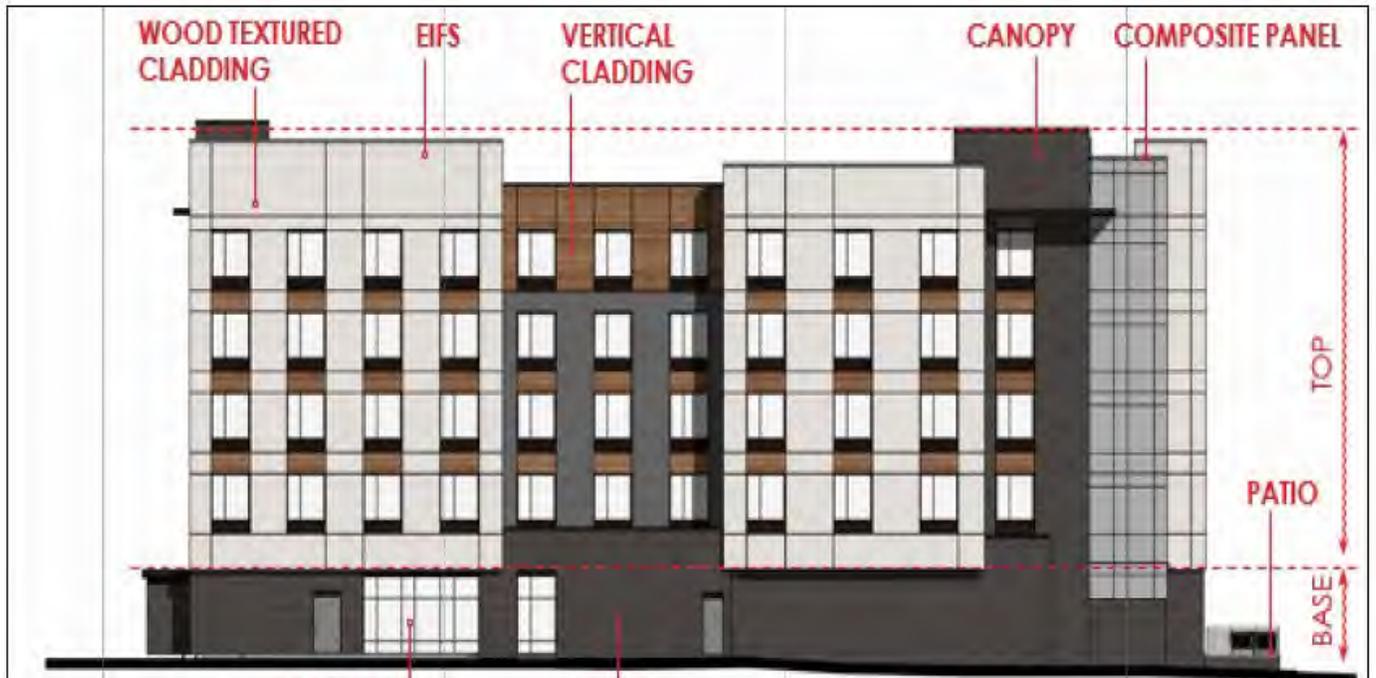


SOUTH ELEVATION



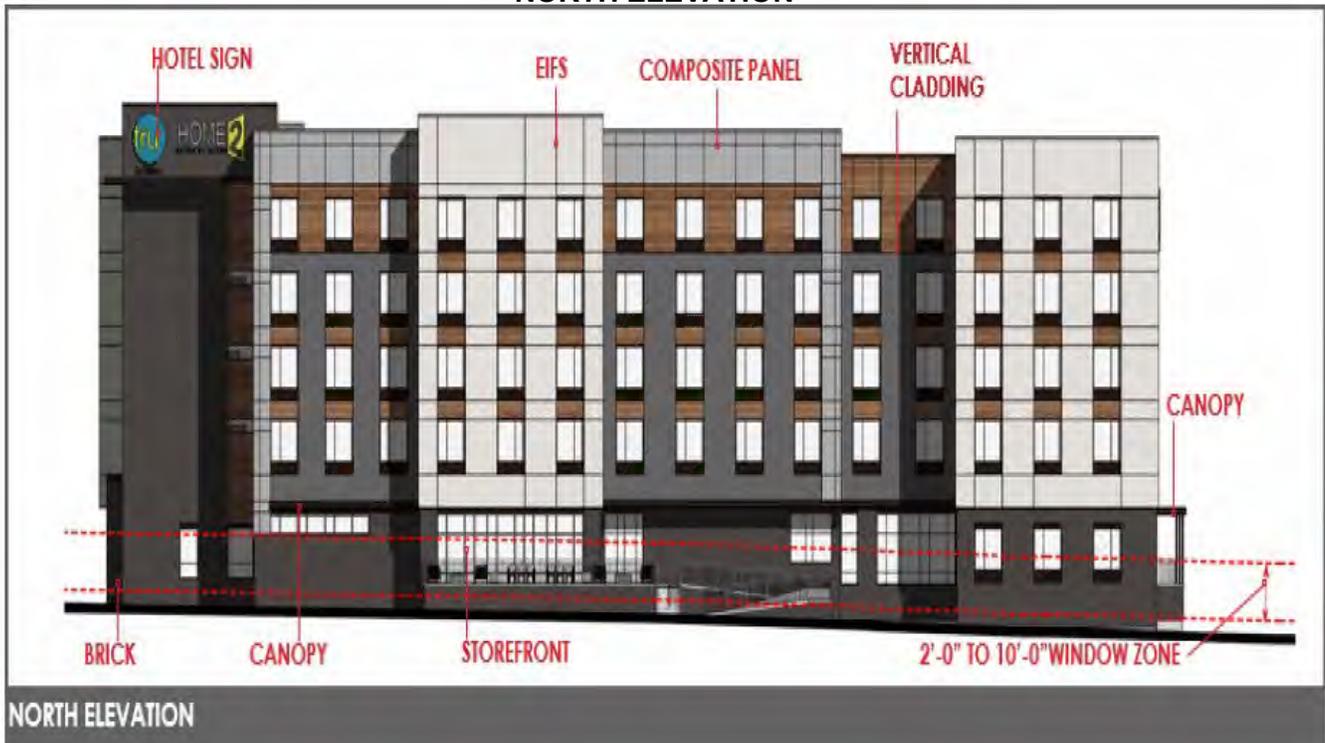
SOUTH ELEVATION

EAST ELEVATION

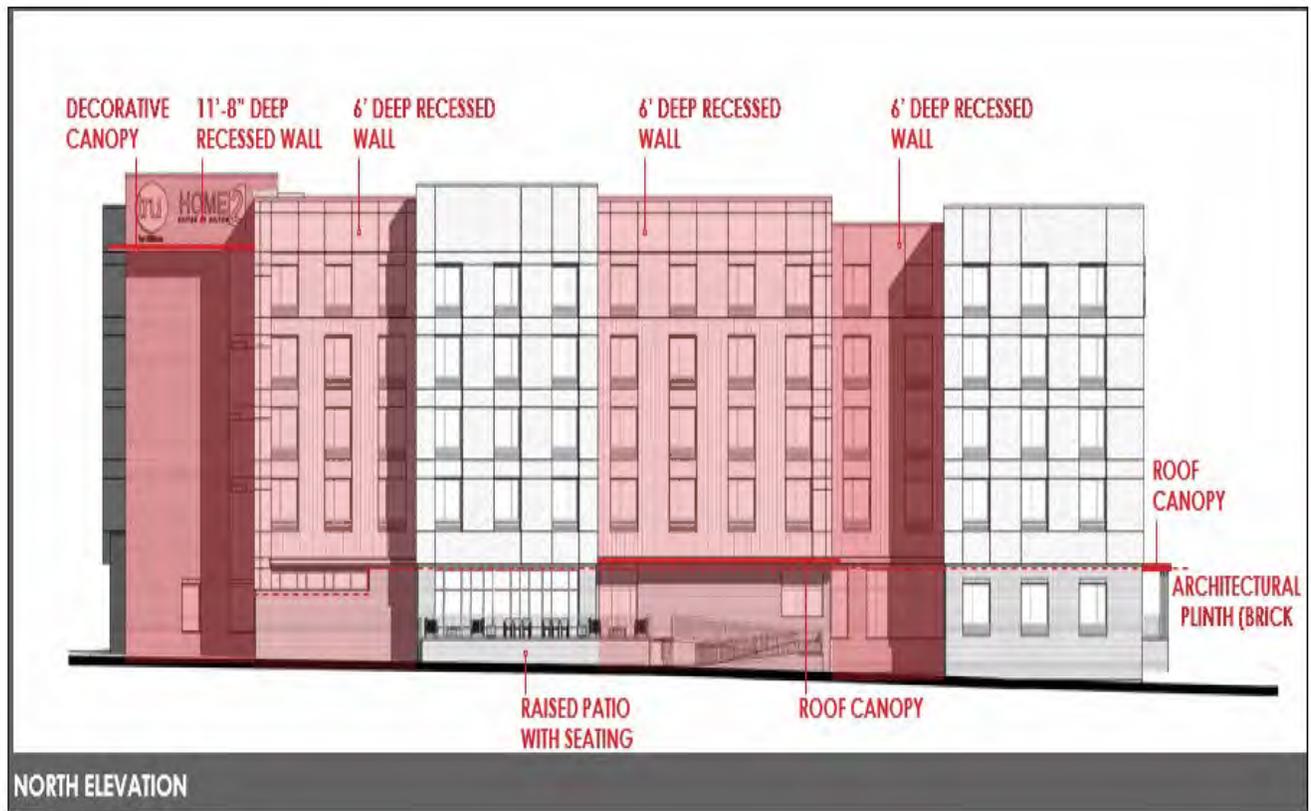


EAST ELEVATION

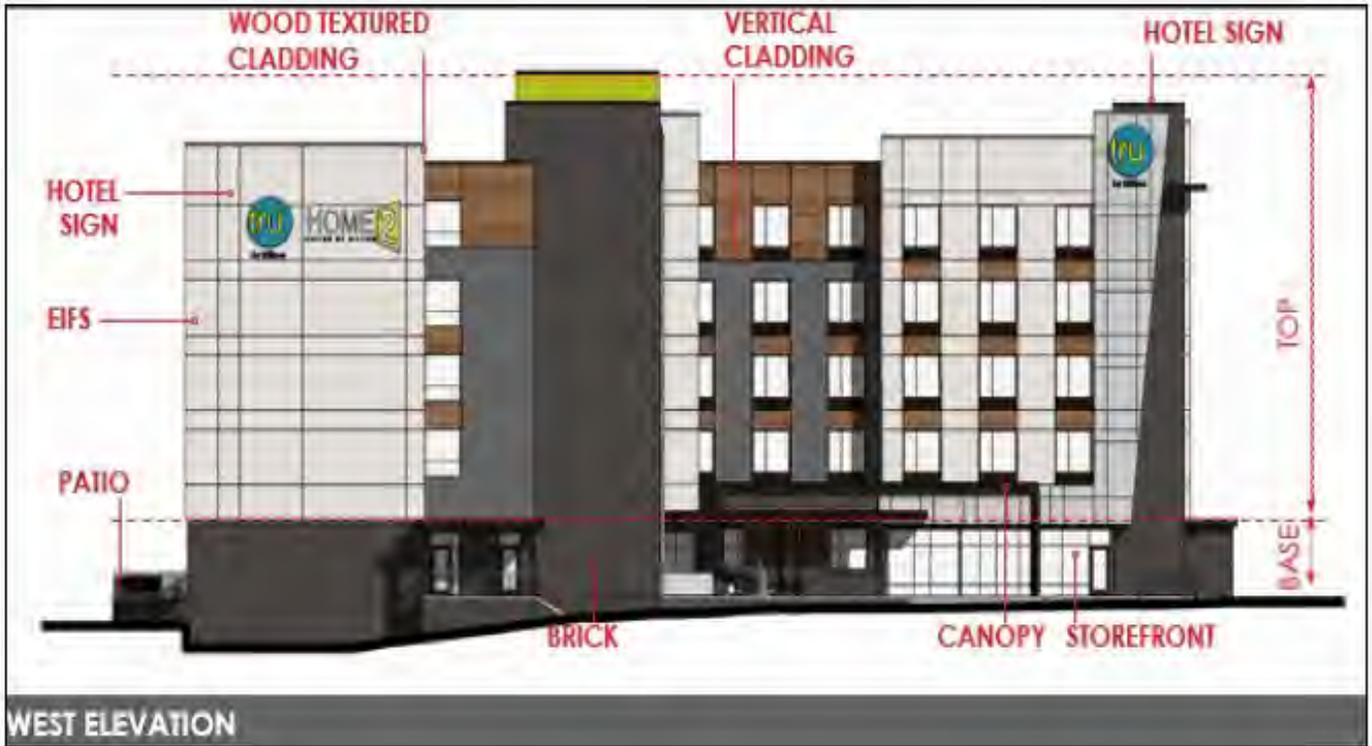
NORTH ELEVATION



NORTH ELEVATION/BLANK WALL TREATMENT



WEST ELEVATION



MASSING (NORTHEAST)



MASSING (SOUTHWEST)



CONCEPTUAL RENDERINGS (SOUTH)



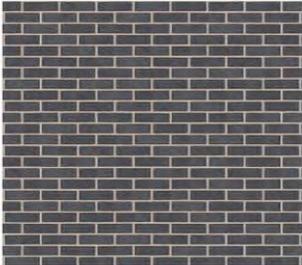
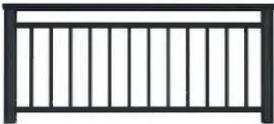
CONCEPTUAL RENDERINGS (NORTH)



MATERIAL LEGEND AND COLOR SCHEMES

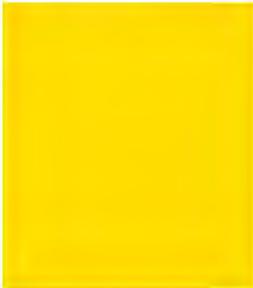
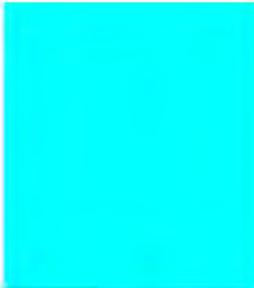
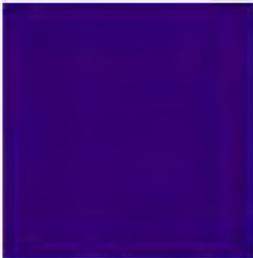
MATERIALS SAMPLE BOARD

THE RICHARDSON DESIGN
PARTNERSHIP

			
BRICK COLOR - GLEN GERY - VINTAGE BLACK VELOUR	EIFS FINISH COLOR: PAREX 10400, SNOWBALL, FINISH - SAND FINE	FIBER CEMENT CLADDING: EQUITONE TECTIVA - TE15	METAL FLASHING, TRIM, FASCIA & FRAMING - DARK BRONZE
			
VERTICAL RIGID PVC SIDING: CHAMCLAD - CHARRED BLACK	HORIZONTAL RIGID PVC SIDING: CHAMCLAD - HARVEST WALNUT 7027	ATR ALLUMINIUM TUBE RAILINGS - DARK BRONZE	GLAZING - GUARDIAN GLASS SUNGUARD SUPER NEUTRAL SN 70SHT
			
			STOREFRONT/ WINDOW MULLION - DARK BRONZE

MATERIAL LEGEND AND COLOR SCHEMES

TRU | DESIGN PARTNERS **MATERIALS SAMPLE BOARD**

			
TRU HOTEL BRAND ACCENT COLOR 1 PANTONE PMS PROCESS YELLOW	TRU HOTEL BRAND ACCENT COLOR 2 PANTONE PMS PROCESS CYAN	TRU HOTEL BRAND ACCENT COLOR 3 PANTONE PMS 317	TRU HOTEL BRAND ACCENT COLOR 4 PANTONE PMS 2955C
			
TRU HOTEL BRAND ACCENT COLOR 5 PANTONE PMS 2485C	TRU HOTEL BRAND ACCENT COLOR 6 BENJAMIN MOORE FLOWER POWER		

LANDSCAPE PLAN:



The applicant has provided the following information regarding site landscaping. All parking spaces are within a 60' maximum distance from landscaping. There is at least one medium to large tree planted for every six (6) parking stalls. Shrubs will be planted at the base of trees and throughout the site.

STAFF EVALUATION OF FACTS:

The applicant is seeking design review approval from the DRC for the **HILTON Dual Brand Hotel (Item DR-2-26)**.

- The subject properties are described as 1602 & 1604 W. Lee Court and a portion of the south half of 1234 W. Appleway (To be subdivided) PARCEL # C-0000-011-3100, C-0000-011-3075, C-0000-011-3050, C-0000-011-3025, located at the bend of Lee Court and Appleway Avenue.
- The property is subject to the C-17/C-17L Commercial Design Guidelines. M.C. Chapter 17.05, Article XI, and § 17.05.705, and review by the City's DRC.
- The applicant has submitted all required materials for design review as provided by M.C. § 17.09.325(D) and (E).
- The applicant has completed a project review meeting on November 18, 2025 as required by M.C. § 17.09.325(B).
- The applicant has completed an initial meeting with staff on December 19, 2025 as required by M.C. § 17.325(D).
- The applicant is seeking design review approval from the DRC at an initial meeting on February 26, 2026.
- Forty-two (42) public hearing notices were mailed to all property owners of record within three hundred feet (300') of the subject property on February 6, 2026, which fulfills the legal requirement as provided by M.C. §17.09.315(A).
- The public hearing notice was published in the Coeur d'Alene Press on February 7, 2026, which fulfills the legal requirement for the Design Review as provided by M.C. M.C. § 17.09.315(A).
- The subject property was posted with the public hearing notice on February 18, 2026, which fulfills the proper legal requirement as provided by M.C. § 17.09.315(A).
- Public testimony will be received by the DRC at a public hearing on February 26, 2026.
- The existing zoning is Commercial (C-17) Zoning District as shown by the City's zoning map.
- The subject property is 118,127 square feet as shown by the applicant and the building square footage would be 99,845 square feet.
- The proposed project would be 5 stories and +/- 71' tall, at the highest point with the average height of the building at approximately 66' tall. There is no maximum height in the Commercial zone pursuant to M.C. § 17.05.530. **(BUILDING HEIGHT)**
- M.C. §17.44.070: requires parking for the project is 1 .0 stalls per room or unit, plus as required for accessory uses, such as restaurants, meeting halls, etc. The project proposes 173 rooms and are providing a total of 177 surface parking stalls. This included two (2) additional parking stalls being provided for the office supporting the hotel use with a total of 177 parking spaces being provided. **(PARKING COUNT & LOCATION)**

- To ensure smoother, more organized traffic movements and less disruption of pedestrian movement approaches: width and spacing must be addressed. There is a single access approach proposed for the development, located along W Lee Ct. Avenue. One curb cut exists on Lee Court which is proposed to be retained to provide access to the parking lot and main entrance of the building. **(WIDTH AND SPACING OF CURB CUTS)**
- To ensure a safe, convenient, comfortable and continuous route for people who are walking sidewalks along street frontages should be provided. The existing 8' concrete sidewalk along Appleway Avenue is to be preserved and maintained. Two separate walkways connect it to the hotel raised patio area, the parking lot and main hotel entrance. A 6' sidewalk is to be added along Lee Court connected by a walkway to the main entrance and ADA accessible route to the hotel lobby. **(SIDEWALKS ALONG STREET FRONTAGES)**
- In order to maintain and enhance the urban forest, creating habitat, enhancing air quality, and providing softer edge to development street trees are required. The hotel will have numerous deciduous trees on the north side to beautify the site and provide shade in the summer for the building and pedestrians while also allowing sunlight through in the winter. Trees will be selected from the approved species list and meet the design standards for C-17. **(STREET TREES)**
- No trees were found to meet the requirements of a 'grand scale tree' on this site. **(GRAND SCALE TREES)**
- To ensure that there is a clear route of movement for pedestrians from the public street to a building entrance, the existing 8' concrete sidewalk along Appleway Avenue is to be preserved and maintained. Two separate walkways connect it to the hotel raised patio area, the parking lot and main hotel entrance. A 6' sidewalk is to be added along Lee Court connected by a walkway to the main entrance and ADA accessible route to the hotel lobby. **(WALKWAYS)**
- There are no parking areas located between the building and street frontage. Hotel parking is in the rear of the building. All parking spaces are within a 60' maximum distance from landscaping. There is at least one medium to large tree planted for every six (6) parking stalls. Shrubs will be planted at the base of trees and throughout the site. **(PARKING LOT LANDSCAPING)**

- To prevent glare and spillover of lighting toward adjacent properties, especially residential areas: **(LIGHTING)**
 - **Street Lighting:** Most of the exterior building lighting will be recessed lights in the main level canopies at the ground floor level to provide light to pedestrians and guests at outdoor areas.
 - **Building Lighting:** There are no existing streetlights along Lee Court. We propose the use of single-arm cobra-style streetlights to match surrounding properties and provide the necessary lighting in the parking area. The project proponent will work with city staff and the utility provided to ensure adequate streetlight spacing is maintained, and the appropriate streetlights are installed.

- Screening of Service and Trash areas are required in order to minimize the visibility of these functions. The trash area is located within the surface parking lot and will be accessed off Lee Court by local garbage service. The trash area will be screened from view on all sides with a 6' tall sight obscuring block wall. The two sides and rear of the enclosure will match the exterior material. At the front of the enclosure will be an opaque decorative architectural gate. **(SCREENING OF SERVICE AND TRASH AREAS)**

- The proposed building is designed with extended parapets to screen a majority of the rooftop equipment. The roof top mechanical units and the elevator penthouse are located in the center of the roof to pull them away from the parapets to effectively screen them from view. **(SCREENING OF ROOFTOP EQUIPMENT)**

- To have commercial and pedestrian activity visible from streets the main building entrance sits under a prominent porte cochere on the South side of the building making it easily visible from the I-90 off ramp. The exterior patio on the north side sits at the bend of Lee Court and Appleyway Avenue to activate this area with pedestrians. **(ENTRANCE VISIBLE FROM STREET)**

- The storefront area is used to maximize view along I-90 allowing views of the Spokane River and the evergreen laden mountains on the river's Southside. The building façade along the North side incorporates numerous windows as well as an exterior patio and signage. The hotel provides 22.5% of clear glazing along the street facing North side to meet the required 20% minimum. **(WINDOWS FACING STREET)**

- The street-facing walls of the building are mostly broken up by windows and doors, but there are additional architectural features that break up the impact of the walls, including:
 - A change in materials horizontally as well as vertically, creating identifiable building base, mid-section and top, as well as rhythm along the span of the facades. The brick base acts as a belt course for the building.
 - Recess in the façade of at least six feet in depth.
 - Roof canopies at the ground floor level and a decorative canopy above level 5.
 - Raised outdoor patio with outdoor seating.
 - Additional features at the pedestrian level include contrasting wall materials and vegetated building perimeter. **(TREATMENT OF BLANK WALLS)**

- The following design guidelines do not apply this project: Residential/Parking Lot Screening, Accessory Buildings and Setbacks Adjacent to Single-Family.

RECOMMENDED CONDITIONS OF APPROVAL

Planning:

1. The proposed design shall be substantially similar the DRC approval of item DR-2-26.

DESIGN REVIEW COMMISSION'S ROLE

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

DECISION POINT

The DRC should grant the application in Item DR-2-26, a request by Wealth Hospitality Group for design review approval for a proposed 173 room hotel with 177 parking stalls, located at 1602 & 1604 W. Lee Court and a portion of the south half of 1234 W. Appleway Avenue (To be subdivided) Parcel # C-0000-011-3100, C-0000-011-3075, C-0000-011-3050, C-0000-011-3025, located at the bend of Lee Court and Appleway Avenue approval with or without conditions, or determine that the project would benefit from an additional DRC Meeting to review project changes in response to the first DRC Meeting if it is deemed necessary based on all the circumstances.

Attachments:

Application and Narrative

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APPLICANT'S APPLICATION

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DESIGN REVIEW APPLICATION

STAFF USE ONLY

Date Submitted: _____ Received by: _____ Fee paid: _____ Project # DR-2-26

REQUIRED SUBMITTALS

Application Fee: \$ 700.00

Publication Fee: \$300.00

Mailing Fee: \$6.00 per public hearing

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

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

APPLICATION DOCUMENTS:

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

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

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

(F.A.R.) development bonuses must be approved by the Community Planning Director, or his or her designee.

After the Initial Meeting, the Director shall schedule the Second Meeting with the Commission for a date not less than thirty (30) days after the Initial Meeting. In the Director's discretion, any meeting may be scheduled at an earlier or later date if it is in the best interests of the Commission, the applicant, or staff.

1. A complete application (including the applicable fee); and
2. A site map, showing property lines, rights of way, easements, topography, existing and proposed building footprints (if applicable), major landscaped areas, parking, access, sidewalks amenities and public areas; and
3. A context map, showing building footprints and uses of parcels within three hundred feet (300'); and
4. A written narrative including: A summary of the development plan including the areas for each use, number of floors, etc. total square footage and total acreage, and any information that will clarify the proposed project; and; a detailed description of how the project meets each applicable design guideline and design standards, including images/exhibits, and any design departures, and all revisions to the project made as a result of the initial meeting with staff. The narrative shall also include a description and photos detailing proximity to major roads, view corridors, and neighborhood context.
5. General parking information including the number of stalls, dimensions of the parking stalls, access point(s), circulation plan, any covered parking areas, bicycle parking (included enclosed bike storage areas), and whether the parking will be surface or structured parking; and
6. An ownership list prepared by a title insurance company, listing the owners of property within a three hundred foot (300') radius of the external boundaries of the subject property. The list shall include the last known name and address of such owners as shown on the latest adopted tax roll of the county; and
7. Photographs of nearby buildings that are visible from the site, from different vantage points with a key map; and
8. Views of the site, with a key map; and
9. A generalized massing, bulk and orientation study of the proposal; and
10. Elevations of the conceptual design for all sides of the proposal and an elevation along the block, showing massing of the proposal; and
11. An exhibit showing existing and proposed grade; and
12. Project inspiration images.

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

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

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

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

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

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

DEADLINE FOR SUBMITTALS:

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

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

PUBLIC HEARING NOTICE SIGN TO BE POSTED ON SUBJECT PROPERTY:

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

APPLICATION INFORMATION

PROPERTY OWNER: 208 Appleway Partners LLC		
MAILING ADDRESS: 1410 Lincoln Way STE 100		
CITY: Coeur d Alene	STATE: Idaho	ZIP: 83814
PHONE:	FAX:	EMAIL:
APPLICANT OR CONSULTANT: Cameron Hudspeth		STATUS: ENGINEER <u>OTHER</u>
MAILING ADDRESS: 510 S. 600 E.		
CITY: Salt Lake City	STATE: Utah	ZIP: 84102
PHONE: [REDACTED]	FAX:	EMAIL: [REDACTED]

FILING CAPACITY

- Recorded property owner as to of 10/8/21
- Purchasing (under contract) as of _____
- The Lessee/Renter as of _____
- Authorized agent of any of the foregoing, duly authorized in writing. *(Written authorization must be attached)*

SITE INFORMATION:

PROPERTY LOCATION OR ADDRESS OF PROPERTY: 1602 & 1604 Appleway Ave.
--

CITY OF COEUR D'ALENE

PLANNING DEPARTMENT

Notary to complete this section for all owners of record:

Subscribed and sworn to me before this 30 day of December, 2025.

Notary Public for Idaho Residing at: _____

My commission expires: _____

Signed: [Signature]
(notary)

KIM DIVINE
Residing in: Athol, ID
Commission Expires: 10/13/2029





Infill Overlay Districts Review Sheet (17.07.900)				REVIEWED BY:		DATE:									
INFILL DESIGNATION		<input type="checkbox"/> MO		<input type="checkbox"/> DO-N		<input type="checkbox"/> DO-E									
DESIGN REVIEW REQUIRED		<input type="checkbox"/> YES				<input type="checkbox"/> NO									
ACTIVITY PERMITTED (All 3) (DO-E&N)		<input type="checkbox"/> YES				<input type="checkbox"/> NO									
F.A.R. MULTIPLIER = (bonus items must be provided) (F.A.R.+ bonus x SF of lot) Grand Total of SF Allowed:		Overlay		Residential		Non-Residential		Combined Maximum							
				<i>Basic</i>		<i>With Bonus</i>									
		MO		1.0		2.0		0.5		1.0		3.0			
		DO-N		1.0		2.0		0.3		0.9		2.9			
DO-E		0.5		1.0		0.3		0.6		1.6					
MINOR BONUS = F.A.R. (0.2 each)		<input type="checkbox"/> Streetscape Features		<i>Seating, pedestrian lights, trees, or special paving</i>											
		<input type="checkbox"/> Common Court Yard		<i>4% of floor area – paved & 30% landscaped</i>											
		<input type="checkbox"/> Canopy Over Public Sidewalk		<i>5' width for 75% of frontage – 8' to 10' height</i>											
		<input type="checkbox"/> Alley Enhancement		<i>Pedestrian scaled lighting, special paving, and rear entrances intended to encourage pedestrian use of the alley.</i>											
		<input type="checkbox"/> Upgraded Building Materials		<i>Use of brick and stone on the building facades that face streets</i>											
		<input type="checkbox"/> Preservation of Grand Scale Trees		<i>Deciduous & evergreen 20" diameter, measured at 4.5' above ground, and/or 45' height. Health and compatibility with the proposed development shall be reviewed by city urban forester. The number of trees preserved in order to satisfy this criterion is left to the discretionary review process.</i>											
MAJOR BONUS = F.A.R. (0.5 each)		<input type="checkbox"/> Exterior Public Space		<i>Public use from 7:00 A.M. to dusk. Must be 2% of the total interior floor space of the development and no dimension shall be less than 8'. Landscaping, textured paving, pedestrian scaled lighting, and seating must be included.</i>											
		<input type="checkbox"/> Public Art or Water Feature		<i>Appraised value (1%) of the value of building construction costs. Documentation of building costs and appraised value of the art or water feature shall be provided.</i>											
		<input type="checkbox"/> Through Block Pedestrian Connection		<i>Walkway must be at least six feet (6') wide and allow the public to walk between a street and an alley or another street. The walkway must be flanked with plantings and pedestrian scaled lighting.</i>											
		<input type="checkbox"/> Below Structure Parking		<i>All required parking must be contained within a structure that is below grade.</i>											
HEIGHT =		<input type="checkbox"/> MO (45')		<input type="checkbox"/> DO-N (45')		<input type="checkbox"/> DO-E (35'res. or 38'com.)									
<p>Principal Structures Near District Boundaries: The height of principal structures located within fifty feet (50') of districts having a lower height limit shall not exceed the height limit for the adjacent district.</p> <p>Accessory Structures: The height of accessory structures, including detached garages, shall not exceed fourteen feet (14') measured to the high point of a flat or the ridge of a low slope roof or eighteen feet (18') measured to the ridge of a medium to high slope roof.</p>															
PARKING (see main sheet for breakdown of space requirements) Grand Total:		<input type="checkbox"/> Residential Units (see drop down for requirements)				<input type="checkbox"/> Commercial		<input type="checkbox"/> Shared							
		MO & DO-E		DO-N		1 space per 330 SF		Per Plan Dir							
		<i>Elderly</i>		<i>Studio</i>		<i>1 B/R</i>		<i>2 B/M</i>		<i>3 B/R</i>		<i>4+ B/R</i>		*Restaurant over 1000SF (1 space per 200 SF)	
MEETS DESIGN STANDARDS		<input type="checkbox"/> YES				<input type="checkbox"/> NO									

NOTE: If 3 level need "massing" (Base, middle, top)		
--	--	--

DESIGN GUIDELINES WORKSHEET FOR: C-17

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

- *Curb Cuts*

- *Sidewalks Along Street Frontages*

- *Street Trees*

- *Grand Scale Trees.*

- *Walkways*

- *Residential/Parking Lot Screening*

- *Parking Lot Landscaping*

- *Lighting*

- *Screening of Service and Trash Areas*

- *Screening of Rooftop Equipment*

- *Entrance Visible from Street*

- *Windows Facing Street*

- *Treatment of Blank Walls*

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

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

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

DESIGN GUIDELINES WORKSHEET FOR: Downtown Core (DC)

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

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

DESIGN GUIDELINES WORKSHEET FOR: MIDTOWN OVERLAY DISTRICT (MO)

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

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

Hilton Dual Brand Hotel Coeur d'Alene Design Review: Narrative

December 01, 2025

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

RE: Design Review Application Narrative
Residence Inn Coeur d'Alene
1602 & 1604 Appleway Ave & 1234 W. Appleway Ave
Coeur d'Alene, Idaho 83814

Ladies and Gentlemen:

On behalf of Wealth Hospitality Group, LLC (Applicant, or "WHG"), we are submitting this written narrative as part of the Design Review application for the development of a new hotel on a 2.71-acre parcel of land located at 1602, 1604 & 1234 Appleway Ave.

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

Project Description:

Wealth Hospitality Group is a dynamic leader in the hospitality industry, specializing in hotel ownership, development, and management. With a commitment to excellence and innovation, they strive to deliver an exceptional guest experience. Their strategic approach, coupled with a passion for hospitality, drives their success in creating and managing properties that exceed industry standards.

The building is designed with neutral gray panels and warm wood tones that pulls design inspiration from the local developments and its adjacency to the Spokane Rivier recreation areas. Lighting is provided to light the sidewalks around the site, while also preserving the dark skies of the region. The North side of the building will have a large outdoor patio to allow guests to relax and enjoy the outdoors. The hotel also includes a meeting room and a dining area with large spans of storefront to allow natural light to fill these areas. A large pool and fitness center are also provided on the Southeast side of the building.

The proposed hotel location at the bend of Lee Ct. and Appleway Avenue is an ideal location for a hotel of this size and function. The location is perfect for guests traveling on Interstate 90, the hotel is right off the exit making it easy to navigate. The property is also within a short distance of the Blackwell Island Recreation area, Kootenai Health Medical Campus, and the many amenities and services offered in the Riverstone development.

Wealth Hospitality Group, in conjunction with The Richardson Design Partnership, look forward to welcoming guests into a unique hotel that helps activate this small-scale commercial corridor.

Hilton Dual Brand Hotel Coeur d'Alene Design Review: Narrative

Project Overview of Proposed Development:

Parcel #'s:	C-0000-011-3100	
	C-0000-011-3075	
	C-0000-011-3050	
	C-0000-011-3025	
Zoning Designation:	C-17	
Site Area:	118,127 S.F.	2.71 Acres
Total Building Area:	98,851 S.F.	
Building Footprint:	20,275 S.F.	17% Site Coverage
Building Height:	5 Stories	
Parking:	177 Stalls	
Guestrooms:	173 Guestrooms	

We have organized this narrative to generally coincide with the (C-17) Commercial Design Guidelines.

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

C-17 Commercial Zone Guidelines:

1. Location of Parking ***“6. Residential/Parking Lot Screening” “7. Parking Lot Landscaping”***

Parking for the project is fully exposed surface parking within the property. The parking lot has one access point from Lee Court. We will be using the existing curb cut.

Required Parking (Residential & Hotels)

- Min. 1 stall per unit
- Min. 1 stall per office

Provided Parking Stalls:

- 173 Guestrooms
- 2 Offices
- 177 Stalls total
- Ratio = 1.01 stall per Unit

2. Sidewalk Uses ***“2. Sidewalks Along Street Frontages” “5. Walkways”***

2.1 Amenity Zones: There are no trees that are grand scale trees within this property. New trees will be planted with in the property. The raised patio on the North side of the building will be connected to the public sidewalk by a 6' concrete sidewalk.

2.2 Clear Walkway: The existing 8' concrete sidewalk along Appleway Avenue is to be preserved and maintained. Two separate walkways connect it to the hotel raised patio area, the parking lot and main hotel entrance. A 6' sidewalk is to be added along Lee Court connected by a walkway to the main entrance and ADA accessible route to the hotel lobby.

Hilton Dual Brand Hotel Coeur d'Alene Design Review: Narrative

2.3 Storefront Area: Storefront area is used to maximize view along I-90 allowing views of the Spokane River and the evergreen laden mountains on the river's Southside. The building façade along the North side incorporates numerous windows as well as an exterior patio and signage.

3. Width and Spacing of Curb Cuts "1. Curb Cuts"

One curb cut exists on Lee Court which is proposed to be retained to provide access to the parking lot and main entrance of the building.

4. Screening of Trash/Service Areas "9. Screening of Service and Trash Areas"

The trash area is located within the surface parking lot and will be accessed off Lee Court by local garbage service. The trash area will be screened from view on all sides with a 6' tall sight obscuring block wall. The two sides and rear of the enclosure will match the exterior material. At the front of the enclosure will be an opaque decorative architectural gate.

5. Lighting Intensity "8. Lighting"

5.1 Street Lighting: Most of the exterior building lighting will be recessed lights in the main level canopies at the ground floor level to provide light to pedestrians and guests at outdoor areas.

5.2 Building Lighting: There are no existing streetlights along Lee Court. We propose the use of single-arm cobra-style streetlights to match surrounding properties and provide the necessary lighting in the parking area. The project proponent will work with city staff and the utility provided to ensure adequate streetlight spacing is maintained, and the appropriate streetlights are installed.

6. Entrances "11. Entrance Visible from Street"

The main building entrance sits under a prominent porte cochere on the South side of the building making it easily visible from the I-90 off ramp. The exterior patio on the north side sits at the bend of Lee Court and Appleway Avenue to activate this area with pedestrians.

7. Massing

7.1 Sections: The top section of the building is distinguished by varying materials and parapet heights, additional windows, wood siding, and a band of fiber cement panels. The base of the building features a large amount of storefront glazing, canopies, and brick to define the ground level.

Hilton Dual Brand Hotel Coeur d'Alene Design Review: Narrative

7.2 City Block Elevations: Appleway Avenue has mostly low-rise buildings with some newer construction of mid-rise buildings like the Idaho Central Union. The massing of the hotel will help the transition to newer mid-rise developments along Lee Court and Appleway Avenue.

8. Ground Level Details

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

- Pedestrian-scaled signs and canopy to identify the building entry.
- Seasonal plantings throughout the parking area and perimeter of the building.
- Metal canopies above the ground floor storefront windows.
- Decorative metal trellises active areas as well as providing shade.
- A decorative brick base grounds the building.
- The ground level also features an elevated patio at the bend of Lee Court and Appleway Avenue to add a further level of detail.

9. Weather Protection

The hotel is designed with canopies over the exits and entrances around the building. The canopies will have metal fascia with a wood plank soffit. The main entrance will be protected by a porte cochere with finishes to match the building. The canopies and porte cochere will contain recessed downlights to provide lighting under the opaque covering.

10. Treatment of Blank Walls “13. Treatment of Blank Walls”

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

1. A change in materials horizontally as well as vertically, creating identifiable building base, mid-section and top, as well as rhythm along the span of the facades. The brick base acts as a belt course for the building.
2. Recess in the façade of at least six feet in depth.
3. Roof canopies at the ground floor level and a decorative canopy above level 5.
4. Raised outdoor patio with outdoor seating.

Additional features at the pedestrian level include contrasting wall materials and vegetated building perimeter.

11. Roof Edge

The building design doesn't include any pitched roofs. The typical roofline of the building includes parapets at various heights creating a prominent silhouette against the sky. At the ends of the building brick sits at the base and continues upward to the top of the parapet creating a tower like feel that grounds the building

Hilton Dual Brand Hotel Coeur d'Alene Design Review: Narrative

12. Screening of Rooftop Mechanical Equipment *“10. Screening of Rooftop Equipment”*

The proposed building is designed with extended parapets to screen a majority of the rooftop equipment. The roof top mechanical units and the elevator penthouse are located in the center of the roof to pull them away from the parapets to effectively screen them from view.

13. Integration of Signs with Architecture

13.1 Sections: The two main building signs are placed on the South side brick finished tower portion of the building for wayfinding of automobile traffic. Signage showing the separate sides of the dual brand hotel is provided on the parking lot side to help show the distinction of the two brands. Lastly, there is one monumental sign at the road entrance.

13.2 Sections: The signage for the building was selected from Hilton's standard signage options. Their designs are highly graphic for brand identity but also offer a variety of installations and styles including typical wall signs, channel letter wall signs, freestanding channel letter entry signs, as well as smaller pedestrian-oriented placard signs at the entry doors.

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

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PUBLIC COMMENTS

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From: [Donna Phillips](#)
To: [CLARK, TRACI](#)
Cc: [Planning](#)
Subject: RE: PUBLIC NOTICES FOR DESIGN REVIEW TO BE HELD ON THURSDAY FEBRUARY 26, 12:00
Date: Friday, February 6, 2026 4:12:31 PM
Attachments: [image001.png](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Afternoon,

The City of Hayden has no comments regarding the two public hearings. Thank you for the opportunity to comment.

Donna Phillips, GISP

Community Development Director

From: CLARK, TRACI <TCLARK@cdaid.org>
Sent: Friday, February 6, 2026 10:40 AM
To: CLARK, TRACI <TCLARK@cdaid.org>
Subject: RE: PUBLIC NOTICES FOR DESIGN REVIEW TO BE HELD ON THURSDAY FEBRUARY 26, 12:00

Greetings,

Attached is a copy of the public hearing notices for Design Review to be held on **THURSDAY FEBRUARY 26, 12:00** in conference room #6 City Hall.

If you have any comments, please let me know.

Traci Clark
Administrative Assistant
Planning Department, City of Coeur d'Alene

208.769-2240
tclark@cdaid.org



From: [Kim Stevenson](#)
To: [CLARK, TRACI](#)
Subject: ITEMS: DR-1-26 & DR-2-26
Date: Tuesday, February 10, 2026 8:54:54 AM
Attachments: [image001.png](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Morning Traci,

The Coeur d'Alene Airport has no comment on either of the items listed above.

Have a great day! Kim


COEUR D'ALENE
A I R P O R T

Kim Stevenson
Compliance Administrator
10375 N Sensor Ave
Hayden, ID 83835
(208) 446-1861

From: [Martinez, Leo](#)
To: [CLARK, TRACI](#)
Subject: PUBLIC NOTICES FOR DESIGN REVIEW TO BE HELD ON THURSDAY FEBRUARY 26, 12:00
Date: Monday, February 9, 2026 7:48:50 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[public_notice_.pdf](#)
[public_notice_.pdf](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Traci,

Phillips 66 does not have any utilities within the attached project vicinities.

Thanks,



Leo Martinez

Associate, Operations Support • Real Estate Services

O: 805-541-8912 | F: 805-538-6204
18781 El Camino Real | Atascadero, CA 93422
Leo.Martinez@phillips66.com



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From: CLARK, TRACI <TCLARK@cdaid.org>

Sent: Friday, February 6, 2026 10:40 AM

To: CLARK, TRACI <TCLARK@cdaid.org>

Subject: [EXTERNAL]RE: PUBLIC NOTICES FOR DESIGN REVIEW TO BE HELD ON THURSDAY FEBRUARY 26, 12:00

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Greetings,

Attached is a copy of the public hearing notices for Design Review to be held on **THURSDAY FEBRUARY 26, 12:00** in conference room #6 City Hall.

If you have any comments, please let me know.

Traci Clark
Administrative Assistant
Planning Department, City of Coeur d'Alene

208.769-2240

tclark@cdaid.org



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COEUR D'ALENE DESIGN REVIEW COMMISSION

FINDINGS AND ORDER

DR-1-26

INTRODUCTION

This matter came before the Design Review Commission (“DRC”) on February 26, 2026, DR-1-26, a request for a meeting with the Design Review Commission for design re-approval of an eight (8) unit, 2-story apartment complex known as Midtown Apartments. The property is zoned C-17 and within the Midtown Overlay (MO) District.

APPLICANT: Chad Oakland, NCO Partners
PROPERTY OWNER: Midtown Apartments, LLC
LOCATION: 1045 N. 4th Street Coeur d’Alene, ID, 83814

A. FINDINGS OF FACT

The DRC finds that the following facts, A1 through A39, have been established on a more probable than not basis, as shown on the record before it and on the testimony presented at the public hearing:

1. The applicant is seeking design review re-approval from the DRC for the 1045 N 4th Street and known as the Midtown Apartments (Item DR-1-26). The project design was originally approved on November 18, 2018 in item DR-8-18.
2. The subject property is located at 1045 N. 4th Street and 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, According to the Records of Kootenai County, Idaho
3. The existing zoning is in the Midtown Overlay (MO) District with the underlying zoning as C-17 (Commercial at 17 units/acre) zoning district as shown by the City’s zoning map, and is subject to the Infill Overlay District (MO) Design Standards and the M.C. Chapter 17.07.900, Article VII, and § 17.09.305, and review by the City’s DRC.
4. The subject property is 12,632 square feet.
5. The total building square footage would be 6,202 square feet.
6. The applicant has submitted all required materials for design review as provided by M.C. § 17.09.325(A) through (E).
7. The applicant completed a project review meeting with the original submittal on December 17, 2025 as required by M.C. § 17.09.325(B).
8. The applicant has completed an initial meeting with staff including the original submittal information on December 23, 2025, as required by M.C. § 17.325(D).
9. Public testimony was received by the DRC at a public hearing on February 26, 2026.
10. All legal notice requirements for the public hearing have been met:

- Seventy-one (71) public hearing notices were mailed to all property owners of record within three hundred feet (300') of the subject property on February 6, 2026, which fulfills the legal requirement as provided by M.C. §17.09.315(A).
 - The public hearing notice was published in the Coeur d'Alene Press on February 7, 2026, which fulfills the legal requirement for the Design Review as provided by M.C. § 17.09.315(A).
 - The subject property was posted with the public hearing notice on February 9, 2026, which fulfills the proper legal requirement as provided by M.C. § 17.09.315(A).
11. The project is below the allowable floor area ratio (FAR) as provided in M.C. § 17.05.685(A). The basic FAR in the MO zoning district is 1.0. The maximum with bonuses is 2.0. The project requires an FAR of .5 which is half of the allowable floor area. The applicant has not requested development bonuses for the proposed project. **(FAR BONUSES)**
 12. The proposed project would be two stories and maximum of 30' feet tall. The maximum allowable in the Infill Overlay District is 45' (MO) pursuant to M.C. § 17.05.690(A). **(BUILDING HEIGHT)**
 13. M.C. §17.05.725(A)(3) requires 1.75 parking stalls per two bedroom unit in the Midtown (MO) Overlay District. There are eight (8) two-bedroom units requiring 1.75 space per. A total of 14 parking spaces are required. The applicant has provided 16 parking spaces, which is two (2) more than is required by the Midtown Overlay (MO) District standards. The project also provides carports for the units. **(PARKING COUNT & LOCATION)**
 14. A landscape plan has been provided depicting the proposed landscaping along Birch Avenue and 4th Street to meet the landscape/buffer design standards. 25% (3200 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 areas will be bordered by turf areas providing green aesthetic and stormwater management. **(GENERAL LANDSCAPING)**
 15. Parking will be located behind the building with alley access. Landscape buffers separate the covered parking from the property to the south and Birch Avenue to the north. **(SCREENING OF PARKING LOTS)**
 16. Trash /service areas are required to be screened. Trash collection is proposed along the alley and will be screened with 6' fence enclosures complimenting the site fencing. **(SCREENING OF TRASH/SERVICE AREAS)**
 17. In order to conserve energy, prevent glare and reduce light pollution while providing sufficient site lighting for safety, requirements must be met. All exterior lighting will be low level, down lighting. **(LIGHTING INTENSITY – STREET LIGHTING)**
 18. No rooftop mechanical equipment is proposed. In the event mini-splits are added they will be screened with landscaping or a pre-manufactured screen. **(SCREENING OF ROOFTOP MECHANICAL EQUIPMENT)**
 19. The site is borderd by 4th Street to the east and E. Birch to the north and none of the frontage will have new curb cuts. Access to parking will be from an existing driveway approach behind the building. **(CURB CUTS WIDTH AND SPACING)**
 20. Covered parking for the proposed apartment project is at the rear portion of the site with alley access. No landscaping is triggered. **(PARKING LOT LANDSCAPE)**
 21. This project includes the addition of new carport structures at the rear of the apartment complex to serve on-site parking. A total of 16 parking spaces will be provided; 14 stalls are required. Each space will be 9' x 20' except for the ADA spot. The carports will be constructed of durable steel materials, utilizing wide-flange steel beams and tube steel framing to ensure long-term structural

integrity. The roofing system and trim will consist of 26-gauge metal panels with a manufacturer's 25-year warranty. **(LOCATION OF PARKING)**

22. There are no grand scale trees. The lot is currently vacant. **(GRAND SCALE TREES)**
23. MO District: Identity elements for the MO District include seasonal landscaping, street trees, accent trees, garden planting strips and/or yard art. Landscaping along the E. Birch Avenue street frontage to conceal parking will be provided. **(IDENTITY ELEMENTS)**
24. A site surrounding fence is proposed with enhanced gate entrances. The fence will be visually transparent, so landscaping visually flows through the fence. **(FENCES NEXT TO SIDEWALKS)**
25. This guideline is not applicable. There are no walls proposed adjacent to sidewalks. **(WALLS NEXT TO SIDEWALKS)**
26. Per City Urban Forester requirements, plus what has been proposed in the landscape plan along Birch and 4th Street. **(CURBSIDE PLANING STRIPS)**
27. The site is currently vacant and does not contain any historic signs, pavement markings or structures to retain. **(UNIQUE HISTORIC FEATURES)**
28. The MO guidelines require the building entry be marked by at least one element from each of the required Group A, Group B and Group C lists.
 - Each unit entrance is identifiable from the street or sidewalk, marked by the following elements from Groups A, B and C: Front porch, sidelights flanking the doorway, and the building name is proposed along the lower portion of the building face along Birch/4th Street. **(ENTRANCES)**
29. Clearly Identifiable Entry: The principal entrance to the site will be from E. Birch Avenue with a clearly identifiable entrance gate. Both principal building entrances will provide recessed, protected unit entries. **(ORIENTATION TO THE STREET)**
30. In order to reduce the apparent bulk of multi-story buildings and maintain pedestrian scale by providing a sense of "base," "middle," "top" guidelines the applicant has addressed the massing as noted: The proposed structures incorporate a top, middle and base as required by the infill Overlay-MO district. **(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 pitch, timber roof beams supporting upper "shed" roof overhangs above the 2nd floor windows and lower roof overhangs above the main floor windows. Siding at this section will include shingles. building is grounded by the horizontal datum of the porch roof lines, detailing at columns and brackets under the low roofs, and recessed, covered entry porches.
 - The base of the building will change to horizontal lap siding and have covered stairs for the 2nd floor access.
31. Applicant is requesting a departure from the design, as this is residential apartment complex. (The Design Departure request is on page 14 of the staff report). **(GROUND FLOOR WINDOWS)**
32. There are no blank walls. All sides of the structure will be broken up with windows and doors. No walls run longer than 30 feet. **(TREATMENT OF BLANK WALLS)**
33. No signage is proposed. **(INTEGRATION OF SIGNS WITH ARCHITECTURE)**

34. No signage is proposed. **(CREATIVITY/INDIVIDUALITY OF SIGNS)**
35. The proposal does not abut a side yard of an existing single-family residence. There is an existing three-story apartment complex with nine (9) units abutting the interior site on the south. **(SETBACKS ADJACENT TO SINGLE-FAMILY)**
36. In order to create a lively, pedestrian friendly sidewalk environment buildings shall be set up to the back of the sidewalk along pedestrian streets. Exception: buildings may be set back up to 10 feet for the purpose of providing a publicly accessible “plaza” “courtyard” or recessed entrance. The building setbacks from both fronting streets will be less than 10 feet. **(MINIMUM/MAXIMUM SETBACKS)**
37. There are no additional details required per the MO design standards, as this is only residential complex **(GROUND LEVEL DETAILS)**
38. Pitch of the primary roof will have a 6:12 pitch. Dormers facing 4th Street and will feature shed roof **(ROOF EDGE)**
39. Covered carports will be landscaped and feature the same colors as the principal building. **(ACCESSORY BUILDINGS)**

The DRC heard testimony from the public and the applicant. Based on the public record, the DRC adopts all Findings of Fact. The DRC concludes that the proposal **[is] [is not]** in conformance with the applicable design standards with conditions. The project **[would] [would not]** benefit from a second meeting.

(The commission may add additional facts or modify the facts above.)

B. CONCLUSIONS OF LAW

Based on the foregoing Findings of Fact, the DRC makes the following Conclusions of Law.

1. This proposal **[is] [is not]** in conformance with applicable Municipal Code requirements.
2. This proposal **[is] [is not]** in conformance with the applicable Midtown Overlay (MO) Design Guidelines & Standards.
 - 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~~

C. DECISION

The DRC, pursuant to the foregoing Findings of Fact and Conclusions of Law, has determined that Midtown Apartments, an 8 unit 2-story building located at 1045 N. 4th Street, **(should be granted design review approval today with the following conditions) or (should be continued to a second hearing to address specific items).**

Conditions:

1. The proposed design shall be substantially similar the DRC approval of item DR-1-26.
- 2.

(The commission may add additional conditions to ensure project compliance with the applicable Commercial Design Guidelines.)

Motion by Commissioner _____, seconded by Commissioner _____ to adopt the foregoing Findings of Fact, Conclusions of Law, and Order, and **(grant design review approval of the application with conditions) or (continue to a second hearing).**

ROLL CALL

Commissioner Jester	Voted	(AYE/NAY)
Commissioner Ingalls	Voted	(AYE/NAY)
Commissioner Pereira	Voted	(AYE/NAY)
Commissioner Lemmon	Voted	(AYE/NAY)
Chairman Messina	Voted	(AYE/NAY)
Commissioner Lundy	Voted	(AYE/NAY)
Commissioner Keller	Voted	(AYE/NAY)

Motion to approve carried by a _____ to _____ vote.

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COEUR D'ALENE DESIGN REVIEW COMMISSION

FINDINGS AND ORDER

DR-2-26

INTRODUCTION

This matter came before the Design Review Commission (“DRC”) on February 26, 2026, DR-2-26, a request for a meeting with the Design Review Commission for design approval of a five story, 173 room Hotel with surface parking in the C-17 (commercial) zoning district.

APPLICANT: Richardson Design Partnership, LLC

PROPERTY OWNER: Wealth Hospitality Group

LOCATION: 1602 & 1604 W. Lee Court and a portion of the south half of 1234 W Appleyway Ave. Coeur d’Alene, ID 83814

A. FINDINGS OF FACT

The DRC finds that the following facts, A1 through A27, have been established on a more probable than not basis, as shown on the record before it and on the testimony presented at the public hearing:

1. The subject properties are described as 1602 & 1604 W. Lee Court and a portion of the south half of 1234 W. Appleyway (To be subdivided) PARCEL # C-0000-011-3100, C-0000-011-3075, C-0000-011-3050, C-0000-011-3025, located at the bend of Lee Court and Appleyway Avenue.
2. The property is subject to the C-17/C-17L Commercial Design Guidelines. M.C. Chapter 17.05, Article XI, and § 17.05.705, and review by the City’s DRC.
3. The applicant has submitted all required materials for design review as provided by M.C. § 17.09.325(D) and (E).
4. The applicant has completed a project review meeting on November 18, 2025 as required by M.C. § 17.09.325(B).
5. The applicant has completed an initial meeting with staff on December 19, 2025 as required by M.C. § 17.325(D).
6. The applicant is seeking design review approval from the DRC at an initial meeting on February 26, 2026.
7. Forty-two (42) public hearing notices were mailed to all property owners of record within three hundred feet (300’) of the subject property on February 6, 2026, which fulfills the legal requirement as provided by M.C. §17.09.315(A).
8. The public hearing notice was published in the Coeur d’Alene Press on February 7, 2026, which fulfills the legal requirement for the Design Review as provided by M.C. M.C. § 17.09.315(A).
9. The subject property was posted with the public hearing notice on February 18, 2026, which fulfills the proper legal requirement as provided by M.C. § 17.09.315(A).
10. Public testimony was received by the DRC at a public hearing on February 26, 2026.

11. The existing zoning is Commercial (C-17) Zoning District as shown by the City's zoning map.
12. The subject property is 118,127 square feet as shown by the applicant and the building square footage would be 99,845 square feet.
13. The proposed project would be 5 stories and +/- 71' tall, at the highest point with the average height of the building at approximately 66' tall. There is no maximum height in the Commercial zone pursuant to M.C. § 17.05.530. **(BUILDING HEIGHT)**
14. M.C. §17.44.070: requires parking for the project is 1 .0 stalls per room or unit, plus as required for accessory uses, such as restaurants, meeting halls, etc. The project proposes 173 rooms and are providing a total of 177 surface parking stalls. This included two (2) additional parking stalls being provided for the office supporting the hotel use with a total of 177 parking spaces being provided. **(PARKING COUNT & LOCATION)**
15. To ensure smoother, more organized traffic movements and less disruption of pedestrian movement approaches: width and spacing must be addressed. There is a single access approach proposed for the development, located along W Lee Ct. Avenue. One curb cut exists on Lee Court which is proposed to be retained to provide access to the parking lot and main entrance of the building. **(WIDTH AND SPACING OF CURB CUTS)**
16. To ensure a safe, convenient, comfortable and continuous route for people who are walking sidewalks along street frontages should be provided. The existing 8' concrete sidewalk along Appleway Avenue is to be preserved and maintained. Two separate walkways connect it to the hotel raised patio area, the parking lot and main hotel entrance. A 6' sidewalk is to be added along Lee Court connected by a walkway to the main entrance and ADA accessible route to the hotel lobby. **(SIDEWALKS ALONG STREET FRONTAGES)**
17. In order to maintain and enhance the urban forest, creating habitat, enhancing air quality, and providing softer edge to development street trees are required. The hotel will have numerous deciduous trees on the north side to beautify the site and provide shade in the summer for the building and pedestrians while also allowing sunlight through in the winter. Trees will be selected from the approved species list and meet the design standards for C-17. **(STREET TREES)**
18. No trees were found to meet the requirements of a 'grand scale tree' on this site. **(GRAND SCALE TREES)**
19. To ensure that there is a clear route of movement for pedestrians from the public street to a building entrance, the existing 8' concrete sidewalk along Appleway Avenue is to be preserved and maintained. Two separate walkways connect it to the hotel raised patio area, the parking lot and main hotel entrance. A 6' sidewalk is to be added along Lee Court connected by a walkway to the main entrance and ADA accessible route to the hotel lobby. **(WALKWAYS)**
20. There are no parking areas located between the building and street frontage. Hotel parking is in the rear of the building. All parking spaces are within a 60' maximum distance from landscaping. There is at least one medium to large tree planted for every six (6) parking stalls. Shrubs will be planted at the base of trees and throughout the site. **(PARKING LOT LANDSCAPING)**
21. To prevent glare and spillover of lighting toward adjacent properties, especially residential areas: **(LIGHTING)**

- **Street Lighting:** Most of the exterior building lighting will be recessed lights in the main level canopies at the ground floor level to provide light to pedestrians and guests at outdoor areas.
 - **Building Lighting:** There are no existing streetlights along Lee Court. We propose the use of single-arm cobra-style streetlights to match surrounding properties and provide the necessary lighting in the parking area. The project proponent will work with city staff and the utility provided to ensure adequate streetlight spacing is maintained, and the appropriate streetlights are installed.
22. Screening of Service and Trash areas are required in order to minimize the visibility of these functions. The trash area is located within the surface parking lot and will be accessed off Lee Court by local garbage service. The trash area will be screened from view on all sides with a 6' tall sight obscuring block wall. The two sides and rear of the enclosure will match the exterior material. At the front of the enclosure will be an opaque decorative architectural gate. **(SCREENING OF SERVICE AND TRASH AREAS)**
23. The proposed building is designed with extended parapets to screen a majority of the rooftop equipment. The roof top mechanical units and the elevator penthouse are located in the center of the roof to pull them away from the parapets to effectively screen them from view. **(SCREENING OF ROOFTOP EQUIPMENT)**
24. To have commercial and pedestrian activity visible from streets The main building entrance sits under a prominent porte cochere on the South side of the building making it easily visible from the I-90 off ramp. The exterior patio on the north side sits at the bend of Lee Court and Appleway Avenue to activate this area with pedestrians. **(ENTRANCE VISIBLE FROM STREET)**
25. The storefront area is used to maximize view along I-90 allowing views of the Spokane River and the evergreen laden mountains on the river's Southside. The building façade along the North side incorporates numerous windows as well as an exterior patio and signage. The hotel provides 22.5% of clear glazing along the street facing North side to meet the required 20% minimum. **(WINDOWS FACING STREET)**
26. The street-facing walls of the building are mostly broken up by windows and doors, but there are additional architectural features that break up the impact of the walls, including:
- A change in materials horizontally as well as vertically, creating identifiable building base, mid-section and top, as well as rhythm along the span of the facades. The brick base acts as a belt course for the building.
 - Recess in the façade of at least six feet in depth.
 - Roof canopies at the ground floor level and a decorative canopy above level 5.
 - Raised outdoor patio with outdoor seating.
 - Additional features at the pedestrian level include contrasting wall materials and vegetated building perimeter. **(TREATMENT OF BLANK WALLS)**
27. The following design guidelines do not apply to this project: Residential/Parking Lot Screening, Accessory Buildings and Setbacks Adjacent to Single-Family.

The DRC heard testimony from the public and the applicant. Based on the public record, the DRC adopts all Findings of Fact. The DRC concludes that the proposal **[is] [is not]** in conformance with the applicable design standards with conditions. The project **[would] [would not]** benefit from a second meeting.

(The commission may add additional facts or modify the facts above.)

B. CONCLUSIONS OF LAW

Based on the foregoing Findings of Fact, the DRC makes the following Conclusions of Law.

1. This proposal [is] [is not] in conformance with applicable Municipal Code requirements.
2. This proposal [is] [is not] in conformance with the applicable C-17/C-17L Commercial Design Guidelines & Standards.
 - Curb Cuts
 - Sidewalks Along Street Frontages
 - Street Trees
 - ~~Grand Scale Trees~~
 - Walkways
 - ~~Residential/Parking Lot Screening~~
 - Parking Lot Landscaping
 - Lighting
 - Screening of Service and Trash Areas
 - Screening of Rooftop Equipment
 - Entrance Visible from Street
 - Windows Facing Street
 - Treatment of Blank Walls
 - Roof Edge
 - Width and Spacing of Curb Cuts
 - Massing: Base/middle/top
 - ~~Accessory Buildings~~
 - ~~Setbacks Adjacent to Single Family~~

C. DECISION

The DRC, pursuant to the foregoing Findings of Fact and Conclusions of Law, has determined that five (5) story, 173 room hotel with surface parking in the C-17 (Commercial) Zoning District, **(should be granted design review approval today with the following conditions) or (should be continued to a second hearing to address specific items).**

Conditions:

1. The proposed design shall be substantially similar the DRC approval of item DR-2-26.

(The commission may add additional conditions to ensure project compliance with the applicable Commercial Design Guidelines.)

Motion by Commissioner _____, seconded by Commissioner _____, to adopt the foregoing Findings of Fact, Conclusions of Law, and Order, and **(grant design review approval of the application with conditions) or (continue to a second hearing).**

ROLL CALL

Commissioner Jester	Voted	(AYE/NAY)
Commissioner Ingalls	Voted	(AYE/NAY)
Commissioner Pereira	Voted	(AYE/NAY)
Commissioner Lemmon	Voted	(AYE/NAY)
Chairman Messina	Voted	(AYE/NAY)
Commissioner Lundy	Voted	(AYE/NAY)
Commissioner Keller	Voted	(AYE/NAY)

Motion to approve carried by a to vote.