

## DESIGN REVIEW COMMISSION AGENDA

Coeur d'Alene City Hall  
Ron Edinger Conference Room (upstairs)  
710 E. Mullan Avenue  
Coeur d'Alene ID, 83814

AUGUST 27, 2026

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

**ROLL CALL:** Ingalls, Messina, Pereira, Jester, Lundy, Keller, Smith

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

March 26, 2026 – Design Review Commission Meeting Minutes

**PUBLIC COMMENTS:**

**STAFF COMMENTS:**

**COMMISSIONER COMMENTS:**

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

1. Applicant: Tim Wilson on behalf of Smock Family Investments, LLC  
Location: 923 E. Sherman Ave.  
Request: Tim Wilson is requesting design approval of a mixed-use building with three commercial suites on the ground floor and two 1-bedroom apartments on the second floor. The subject property is located in the Downtown Overlay Eastside infill district (DO-E) with Limited Commercial (C-17L) as the underlying zoning district. (DR-4-26).

### **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  
Coeur d'Alene Public Library Community Room (lower level)  
THURSDAY 12:00 pm  
MARCH 26, 2026**

**COMMISSIONERS PRESENT:**

Tom Messina, Chair  
Kevin Jester  
Jon Ingalls  
Denise Lundy  
Kori Keller

**STAFF MEMBERS PRESENT:**

Tami Stroud, Associate Planner  
Traci Clark, Administrative Assistant

**COMMISSIONERS ABSENT:**

Michael Periera, Vice Chair  
Jef Lemmon

**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 Ingalls, to approve the minutes of the Design Review Commission meeting on February 26, 2026. Motion Carried.

**PUBLIC COMMENTS:**

None.

**STAFF COMMENTS:**

Tami Stroud, Associate Planner provided the following comment:

- Tentatively there might be a Design Review meeting on June 18, at noon. Which would be scheduled a week earlier than our typical 4<sup>th</sup> Thursday. The item would have to meet the deadline for the June hearing. She will keep everyone posted.

**COMMISSION COMMENTS:**

None.

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

1.     Applicant:     The Church of Jesus Christ of Latter-Day Saints  
       Location:     Generally located on the south side of Hanley Ave between Alecat Street & Coeur Terre Boulevard, East of Huetter Road.  
       Request:       The Church of Jesus Christ of Latter-Day Saints is requesting design approval of two religious assembly buildings on 10.9.12 acres located within the C-17 commercial zoning district (**DR-3-26**)

Presented by Tami Stroud, Associate Planner

Ms. Stroud provided the following statements:

Collin Hill with JRW & Associates, on behalf of The Church of Jesus Christ of Latter-Day Saints, is requesting a First Meeting with the Design Review Commission for design approval of a proposed 29,630 square-foot Temple, and a 17,282 square-foot meetinghouse for religious assembly use on a 10.91-acre parcel. The site will also include surface parking for members of the church. Incorporated in the overall development is an accessory building, and small storage building (less than 200 SF). The accessory building is a 2,000 square-foot structure for maintenance and material storage. The property is located within the Commercial (C-17) zoning district.

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 directions 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.

#### **DESIGN DEPARTURE CRITERIA:**

##### **BUILDING DESIGN: Windows Facing Street**

Intent: To have commercial activities visible from streets.

1. At least 20% of any ground level façade of a commercial building that faces a street shall be windows with clear, "vision" glass. On the facade, this required window area shall be located between 2 feet above grade and 10 feet above grade.
2. Interior display shelving shall not be placed against the windows.

Commissioner Ingalls commented when this came forward, I think some of us were kind of going, well, this might be an issue here, a departure. I was around when Mark Hinshaw was here in 2005 and helped us with these commercial design guidelines. That kind of was the impetus for this was Kmart, if you can picture that old Kmart in your mind on Neider Avenue. Big box, tiny little, storefront window. You can see nothing in there. The idea was, you know, let's open things up a little bit. But, you know, the guideline says to have commercial activities visible. In my mind, I think it would be cleaner for the record. I'm just throwing it out there. Maybe when we get to make the Findings and whatnot, it might be cleaner for the record. I would argue that it's not applicable, not a departure, but it's just like you've struck out other items. I would just take that off the table and say it is not applicable. And then I say we've had other projects here in the C-17 zone. namely residential. There are 17 buildings in a C-17 zone. We don't require the window. It's residential. You're not going to have storefront glass in someone's apartment or whatnot. We've just categorically taken it off the table.

Ms. Stroud stated thank you for your comments. That's exactly what I'm speaking to in my next slide here. The proposal only seeks a departure for the 20% glazing requirement. I added this is a civic use for religious assembly purposes. If you look at the design departure criteria, page 17 of your staff report, I think your comments are very valid.

**Applicable design standards and guidelines for consideration are as follows:**

- 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~~

Ms. Stroud noted the action alternatives.

**Decision Point**

Ms. Stroud clarified that the Planning Department is proposing one condition a request by Collin Hill with JRW & Associates on behalf of The Church of Jesus Christ of Latter Day Saints for the design of a 29,630 square-foot Temple and a 17,282 square-foot meetinghouse on a 10.91 acre parcel located south of W. Hanley Avenue bordered by Alecat Road on the west and Coeur Terre Boulevard on the east, legally described as Lot 2, Block 1 Full Circle Tracts, according to the Plat thereof, recorded in Book L of Plats at Page(s) 878, Records of Kootenai County be approved 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 or if it is deemed necessary based on all the circumstances.

Ms. Stroud clarified that the Planning Department is proposing one condition:

1. The proposed design shall be substantially similar to the DRC approval of item DR-3-26.

Ms. Stroud stated there is a proposed trash receptacle and the planters. They are going to install a colonial flag. And then here are the materials for the decorative landscape mulch and gravel. We met with the landscape team and talked about some of our requirements; there will be trees as buffers. Which will include 573 trees and 5,340 shrubs and bushes. The design also includes area for perennials and annuals to highlight the site. They've done a fantastic job with their landscape proposal. There's an analysis of the proposed design of the Temple and Meeting House and the staff evaluation of facts. The applicant has provided how each and every guideline has been met.

Ms. Stroud concluded with her presentation.

Commissioner Lundy asked It's not part of our purview, but can you remind me what's happening with the trail on Hanley? Is it on the opposite side of the street?

Ms. Stroud stated the trail will be on both sides of the street.

**Public testimony opened:**

Johnny Watson was sworn in and introduced himself, he states he is from Rexburg Idaho. He would like to say thank you to Ms. Stroud and Ms. Clark for their patience and tutelage to get us through this process. There's been a lot of work on all parties to get to this point, as you know, and we just really appreciate being here today. I'm assuming that as commissioners, the reason you agreed to serve on this board is you're interested in design. You appreciate good design. You're proud of your community and want to ensure that developments like this enhance your community. If you'll be patient with me, I would like to maybe take a little bit of a detour, but not much of one, to show you how serious we have taken this process of your city. When we were asked to propose to an RFP about 18 months ago for this project, the first thing I do when I look at potential projects is, I look up the design review required for a city. Mr. Hill and I for 18 months have been thinking about this day right here and how to best prepare it. Now, granted, we work with an owner that has some narrow fences that allow us to operate in, if that makes sense. So, like the Meeting House you see here, or church, and I apologize if the terminology the Temple and Meeting House these are unique and if I need to clarify on what those are. The Meeting House, and there's a number of them in the community already, is primarily a Sunday church. A few weeknight meetings. The Temple is a weekday through the day. It's more of a religious educational experience for patrons. We first started to kind of explore the appropriate architecture for this project, our entire office, all our architects, we're all graduates from the University of Idaho. We're all familiar with the architecture of Northern Idaho. I've been a resident of the state of Idaho for 60 years now, and my version of native Idahoans is the miners, the loggers, the farmers, this to me, that is the skeletal nature of the people of Idaho. We looked back and looked at the region and we said, what did our forefathers, our ancestors, what did they do? We looked at images and we did our best to repeat the things that they remembered when they migrated from Europe. We looked at a lot of the structures that we found were interesting and had a lot of architectural but there's quite a bit of maybe a Gothic revival. When you look at a lot of religious structures or institutional structures, it's not perfect either because of relying on memory, not an architectural history class. It was very interesting that the owner allowed us the leeway to come up with the image that's in the center here because it is a bit of a departure from some of the other facilities you see. We are very excited. Detailing on the exterior, the motifs that were created all derived from our interpretations of the environment around here and I hope hopefully we did a pretty good job of it. This site we feel will be an incredible pedestrian experience. It will be open to the public. We will have Immaculate landscaping, the pedestrian areas, the gathering spaces outside for people it's intended to be a very reverent site. We will make good neighbors. As we get into this landscape and the detailing of the site, pedestrian experience is unique and exciting. There will be over 500 trees planted on our 10.9 acres. We may not have grand scale trees now, but we are preparing for grand scale trees for our children and grandchildren to add to your community's urban forestry. Our lighting, your requirements are common now in most jurisdictions that they all are 100% full cut off, fully shielded. That's easy to comply with and very typical of other jurisdictions. Also, the height of our light pulls too or a maximum, I think they're only 18 feet, but I think you allow 20 or something like that. Maybe it was only 18, but we do comply there also. The screening of service and trash areas. The brick veneer that you see on the meeting house and the grounds building. It fits in very nicely architectural-wise. The screening of rooftop equipment. This is very important to the owner. The Temple is the only one that has rooftop equipment and we go through great lengths to make sure that the parapet heights screen all of that so that none of that is visible. The Meeting House and the grounds building. Neither of those have any kind of rooftop equipment. The condensing units for the meeting house, they sit behind a similar masonry wall that you saw for the dumpster. They sit behind these masonry screen walls on the ground, but then all the furnaces and that are on the interior. You can see some of the close-up detailing on the Temple with the different motifs and the different architectural elements. Granted, they are very similar in color or tone, to show the shadow and the relief of the different elements, to show the character that are in the wall planes themselves with the water table and the pilasters or columns at the corners and the detailing around the windows. The motif here that I believe was... inspired by the syringa, the state flower, one of the designers, has put an eagle feather by the windows.

Commissioner Lundy commented it's a little bit hard to tell. Are all the windows in the Temple art glass or stained glass?

Mr. Watson replied, yes.

Chairman Messina commented I saw that you had accent lighting. What is the plan for the tower itself? Is that going to be lit up?

Mr. Watson replied, yes.

Chairman Messina stated the fact that there's residential around it and it's high up there.

Mr. Watson commented right, our intent is always to comply with 100% regard to whatever lighting ordinances you have. All the fixtures will meet your ordinance, and it is community dependent upon the times of the lighting also. There are some communities that allow them to be lit 24-7. There are other communities that shut off at 11 p.m. or by 10 p.m. or it lessens at 10 p.m. We can, it has a pretty intense lighting control system in it, the lighting systems are able to be modified to whatever the community's lighting standards are.

Chairman Messina stated I guess my question is the down lighting and the other lighting and landscaping and the building itself is great. My question is, is the lighting flooded up? I'll ask Ms. Stroud to kind of weigh in on this. Will it be lit up so that you can see it from a far distance given the fact that there's residential in the Coeur Terre development right there, and it's on Hanley and two busy streets. So that's my question, whether it's something in the ordinance for lighting saying we can't do that, or you can do that, but it's got to be softened. It can't just be a beacon at night. So that's my question.

Ms. Stroud stated I think that's entirely up to the commission. You'll see in your design guidelines under lighting, it does talk about fixtures, but it's talking about they should be equipped with the full cutoff, either external housing or internal optics that directs light downward. Then it talks about the poles. I think that it would be up to the commission if you have a suggested condition to add. Regarding the light, unless you have anything else to add to how you guys would be designing that and having the lighting set up.

Mr. Watson stated it's very typical, for example, the Temple in Helena MT, that is in the middle of a housing development, it has an ordinance. The owner had to come up with (X) but most communities have a time frame when the people are starting to go to bed at 10 p.m. or 11 p.m. or whatever we need to reduce lighting or what your ordinance allows or suggests.

Commissioner Jester stated I think you've done a very good job with your cutoff on your landscape lighting and your parking lighting, and I appreciate that, being respectful to the neighborhood around. I don't think it would be out of character to, I don't know if we have an ordinance, Ms. Stroud, or if we need to set something up, to say that, yeah, there is a time limit for the uplighting. I have seen other Temples up lit lighting and they are imposing. There's no way to soften that. They are imposing, and if there was not a time limit on it, that's, you know, like you say, 24-7. I think it would be in order to say, okay, 10 o'clock at night. That's a fairly reasonable time to say, okay, let's dim things down. I think that would be respectful of the surrounding neighborhoods.

Ms. Stroud stated I think the commission could propose a condition similar to that. She will have to speak with Randy Adams, our City Attorney, to make sure that it's within the guidelines. Mr. Watson, does that sound reasonable to you?

Mr. Watson stated coming to a compromise is reasonable. Mr. Watson asked Mr. Jamison to come up and speak, because he is Mr. Watson's Boss.

Eric Jamison introduced himself, he states I want to just make sure that we are very clear. We want to make sure that we comply with all of the design requirements as well as any code requirements that are already prescribed for the city of Coeur d'Alene. We don't want to skirt any of those requirements you have. We want to comply with all those. What we try to want to avoid in most instances or almost in all cases is a particular stipulation that is provided only to us that is not applied to any other owner in the in the city. If there's an ordinance of saying cutting off any building lighting at 10 p.m., we would expect that to be applied across the board for and not exclusively just to us. Does that make sense?

Chairman Messina commented I hear what you're saying. A lot of the times it's case by case basis. We as a commission do have the ability to condition a particular item based on what they are.

Mr. Watson stated I apologize for putting Mr. Jamison on the spot but we work for a huge corporation I feel comfortable in saying that we can agree to a discussion or a compromise that we're happy with that.

Chairman Messina stated again, I'm going to say I'm not a lighting expert. We have a couple of architects, designers, and maybe they can address some of the illuminations and the various illuminations that might be in a range that's acceptable and not so bright.

Commissioner Jester commented not to beat this to death I'm sure you're used to being put on the spot, so good for you. What is unique about the lighting I'm talking about is the uplighting. Especially when we're talking about a white building because a white building reflects. That does impose itself on the surroundings. The downlighting is cut off lighting. There's not any ordinance or time frame on downlighting that's cutoff lighting. That's common. But this is specific and it does have an impact on the surroundings. That's why I brought it up.

Mr. Watson stated I appreciate it and noted.

Commissioner Keller stated I have another thing to add. I'm familiar with the Helena, Montana location, and it's a great case study for this just because it's surrounded by residential, similar to what the new Coeur d'Alene location will be. I've heard kind of just in general the exposure and the lighting in that area. Do you know what time the lights shut down?

Mr. Watson commented I can get that for you and I apologize on my memory because I was the person that went to the HOA and we talked about it and we have a really good relationship there and we actually asked them you know hey if we're not being good neighbors let us know you know because a lot of times that impact is a subjective... It's very hard to define what that is. Because if you stand there with a light meter at the right-of-way, you're going to get zero. But you can still see that light, right? But what I do feel, I feel very confident, is that the owner is willing to be very reasonable to the uses around and work through any stipulation that you come up with. I go to bed at, you know, I'm an old man, so I go to bed at 8, but I'm up at 4.30. I think a reasonable hour is 10, 10:30. For the owner, it's at what time are the patrons leaving and can they get out of it, leave the site safely? You know, is that 10 p.m.? Is that 10:30?

Chairman Messina stated again, I'm addressing not the parking lot lights or the down lighting. It's just that particular the middle, from the power up, that's all I am talking about. There are residential areas around there. I appreciate that you've talked to the HOA in a different area, similar. I don't know if you've talked to anyone in Coeur Terre because it's a fairly new project. I know there will be food right around, besides your building and other tall buildings. It's a, not an assisted living, but it's a senior project. And then lower buildings for some other homes right next to your property. You have great landscaping, plenty of space. There will not be neighborhood to neighborhood and fence to fence type of thing. It's just that little area right in the center, which is a great design. I'm just curious of what and it's probably up to the commissioners to decide. I am not saying you can't have lighting maybe take what Commissioner Jester said shutting it off or dimming the lights at some point in time. We're not trying to restrict you from anything, but just kind of helping the neighborhood.

Commissioner Lundy asked a question, and it might be more for staff. In the design process, view, guide, the exterior lighting is, I know it's supposed to be directed downwards and not higher than 18 feet tall to promote the dark sky. Does that mean we're not supposed to be illuminating things over 18 feet tall?

Ms. Stroud stated that is speaking to the poles of the parking lot.

Commissioner Lundy stated okay, because you don't normally have a Temple tower, but I mean, in general, we're trying to keep the light at about 18 feet?

Ms. Stroud stated it's preferable to fewer taller poles.

Chairman Messina stated this is a unique situation for us.

Mr. Watson stated I've done a lot of walking around Coeur d'Alene at night because I knew this question would come. And there are a lot of buildings that have exterior lighting well above 18 feet. A lot of them are down here in the urban areas also, you know. But we are, I'm confident that we can meet your ordinance and provide the illumination that the owner would be happy with also.

Eileen Jensen from Post Falls introduced herself and was sworn in she states she is in favor of the Temple, not only because it will be a closer opportunity for her family to serve, without making the 45-minute drive. But because I know how beautiful the Temple grounds are, Temples are widely recognized for their carefully maintained meticulous grounds and the peaceful settings. It's going to create a serene and welcoming environment, not only for people, those patrons that go inside, but also the community that would be able to benefit from areas to walk and to, you know, travel around with their little families, which hopefully those developments close are creating as family homes. The church has a great system in place where they do long-term maintenance of all of their Temples, I know that it will be a priority of the churches to maintain the highest standards on a regular basis throughout the life of this beautiful Temple, ensuring that the property is clean. This kind of care contributes to the feelings that we have in Coeur d'Alene, our clean, beautiful environment, and I'm absolutely grateful for that. I think it would create even more of a serene environment in our neighborhoods.

Amy Ferguson, lives in Spirit Lake and was sworn in she states I am honored to come before you today as a member of the Church of Jesus Christ of Latter-day Saints to give public testimony in support of the proposed design of the Coeur d'Alene, Idaho Temple and Meeting House. I am also a retired former employee of the City of Coeur d'Alene, having been privileged to serve for almost 20 years as an executive assistant to the mayor and council and city administrator, including former deputy city administrator and now design review commissioner John Ingalls. As an executive assistant, one of her responsibilities was to attend city council, general services, and public works committee meetings and other meetings as assigned. I am familiar with the planning process and appreciate your time and commitment to the citizens of Coeur d'Alene in reviewing design proposals and ensuring that projects meet design standards and guidelines. In that regard, I believe that the proposed Coeur d'Alene, Idaho Temple has been designed from the outset to meet all applicable city and county zoning requirements. This includes adherence to regulations around building height, setbacks, and parking. I therefore respectfully request the Design Review Commission approve the proposed design for the Coeur d'Alene, Idaho Temple and Meeting House.

Ron Johnson introduced himself and lives in Coeur d'Alene and was sworn in, he states he is a small business owner his understanding is the process of design and so forth that we've done everything that we can to comply with the framework that has been set up. We haven't asked for any special variances or exceptions. I hope this is seen as a reflection of our desire to be good neighbors and constructive partners in this community. We have a number of members here that are prepared to speak if needed, but I'll have respect for your time. If it's not needed, they'll withhold comment. I just want to say on behalf of nearly 15,000 members in this area, I enthusiastically support the building of this structure. Thank you.

Rachel Snow introduced herself and stated she lives in Coeur d'Alene as well, and I am a mom with six pretty active kids that live within walking distance of this Temple site. We walk and bike and run that path often, probably multiple times a week, and we enjoy all the things that Coeur d'Alene has to offer. We are always looking for safe, beautiful places for us as a family to enjoy outside together. I know that these grounds, as we've discussed, will provide for not just my family but the community, my neighbors. And the one thing that I really appreciate is that it's open, it's welcoming. You can walk through here at any time and just enjoy the opportunity to meditate or reflect in a safe environment. That is very beautiful. I know that the grounds will be thoughtfully cared for, for the long term, and it gives me confidence that this will remain a safe and inviting place for years to come, not just for me and those who attend the Temple, but for our neighbors, the community members, and many other families like my own.

#### **Public testimony closed**

#### **Commission Discussion:**

Commissioner Ingalls stated I agree with commissioners Jester's comment if there was too much light on white, big mass of white, that could get a little out of hand maybe or whatever if I lived across the street. . That said, I'm looking right here. I've got the lighting guideline. It talks about light poles and it's kind of focused on sort of the security stuff. What I don't see here is I guess we calling it accent lighting, where we're accenting the architecture, not lighting to get people safely to their car and so forth. But are we reading a guideline that doesn't have stuff in there? When I switch to the downtown guidelines, which the

downtown, these are commercial guidelines that apply across the city. They're the most... or they're the least restrictive of our guidelines compared to midtown, downtown, east overlay, etcetera. When you go to the downtown lighting, there's a little bit more meat on the bones. They don't apply. It says lighting directed upwards above the horizontal plane is prohibited with the exception of government flags. I mean, with respect to, I mean, if we have, for downtown, uplighting is restricted, If I go to the other one and it's not even covered, it's kind of like, is it applying? I guess I'm sort of kicking it around here. I'll see what others have to say, but we have to be careful that we're not reading something into a guideline that's pretty limited. I share the concern. I just don't know where we land on it. I don't know. We have to guard against being heavy-handed in the city and saying, well, you've got to turn it off at 8 o'clock at night because you go to bed at 8 or whatever. But I don't know what we do. I guess I'd like to understand a little bit more. Chairman Messina, you mentioned the, what do you call it, the Steeple up there or whatnot, I imagine some lights. I could see the beautiful windows glowing at night. That's a good thing. But if there's a thousand, a zillion watts of light gleaming off these white walls, that could get out of hand. I'm trying to balance what does the guideline actually say And, what do we want? We've got to be careful that we don't ask for something that's beyond the guidelines.

Chairman Messina commented I totally agree. I didn't bring it up so it would be such a discussion. I'm just aware of the neighborhood and what might happen down the road.

Commissioner Ingalls commented if we call it accent lighting, which is different than security lighting, is that up lit or down lit or what, could I ask?

Mr. Watson stated typically it's an up lit because it's easier to hide the fixtures so that you don't get, so it can be fully cut off. So really what you're seeing is indirect light, right? It's reflected.

Commissioner Ingalls stated you are washing the wall. You're not beaming it at the neighbor's window.

Mr. Watson stated that is correct.

Commissioner Keller stated visual noise. Going back to your comment about the downlighting requirement, 18 feet, and it being aligned to safety, there is a safety component to that, but primarily the focus is to, my understanding when I read this, is that the visual noise aspect, so the neighboring adjacent properties are not being impacted by that light. The downlighting requirement eliminating that. When we look at it, this is a very unique condition and obviously we're having a hard time outlining the exact parameter in our language considering that is an up light that is against a light building exterior up light that's going to provide visual noise. It's going to have an impact to I mean it's a beacon to some degree so that providing the cutoff like what we heard referenced in Helena, Montana, I understand where that came from because it's going to impact my personal experience would be that it would impact the neighboring community that's planned for there. If it was an internal light rather than an external light, it would be more of a glow. I feel like that might be a different conversation, but being exterior, it's going to have a brighter glow.

Ms. Stroud stated to keep in mind, this is a C-17 zone. There is no height limit if they were to build an even taller building and have lighting on it.

Commissioner Jester stated as you know, as a designer, one of the most difficult things to do is legislate design because design is subjective. What is beautiful to one person is imposing too another person and unfortunately, our position as commissioners is to try to find, as best we can, a level playing ground for all those concerned. I would not have brought this up had I not recently been in a community where there was a Temple and I was there at night and the lights were on and it was imposing. I thought, whoa, that's interesting. That's why I brought it up. This was in an urban setting. Now, this is in a residential setting. It's a different circumstance. I'm just asking let's just be reasonable as we consider this for the surrounding that it's in. So that's all I'm asking for. And it might be a time limit. It might be a lumens. But it's, you know, just asking for a reasonable alternative or regulations

Chairman Messina asked Ms. Stroud depending on who makes the findings and whether there is a condition or not, what would you suggest, given that we're having this discussion, to address any illumination amount, hours of, dimming of, or anything like that? Is there anything that perhaps we can continue, so this process can continue and they can do what they want to do, but again I think in other

design reviews, you might have discussion of your work with staff to work out as a fine defined solution.

Ms. Stroud stated I think you could all propose a condition dealing with the lumens and that sort of thing. We could run it by Randy Adams, our city attorney. Because we're somewhat limited, as you discussed, our lighting code just see what his consideration is and if staff could make that call what else the applicant could provide for staff to be able to give us a little more information on that.

Chairman Messina stated and would that condition or whoever makes that findings will a second meeting be necessary or we can just leave it up to staff to say, okay, staff is satisfied with that discussion.

Ms. Stroud commented the commission could do that if you'd like, or we could bring it back to you to discuss with staff and make a determination with us or it should go back to Design Review once we get a little more detail about that lighting.

Commissioner Lundy commented I agree with Commissioner Keller I think the light from inside reflecting through those beautiful windows would be aesthetically pleasing to everyone else. Maybe the uplighting could be primed somewhat to protect dark sky principles for the surrounding neighborhoods. That might be a good compromise.

Commissioner Ingalls stated I wouldn't see the need or desire for another meeting. I think we will move this forward. Perhaps we could craft a condition right here on the fly that just directs condition number two to the one that you already have that says work with staff on a solution to soften the impact of architectural uplighting and accent lighting of the building or the intensity. We've got a pretty good owner here, with that high level of trust, I would believe with staff, we just think they're going to solve it. And if you're not comfortable with staff, you come back and say, well, they decided they wanted lasers now or whatever. Are you good with that? Or maybe not? Is that something that staff would see workable? How about the applicant? Is that something that you think you guys could work with?

Mr. Watson stated we would be more than happy to provide lighting models with staff, work with staff and we'll bend over backwards to work with staff for the agreement of moving things along.

Commissioner Ingalls commented I think we trust you. I think we trust staff with that said, I think if staff just work it out and they can always bring it back to us if they don't feel, and if you don't feel comfortable with that.

Ms. Stroud stated we're happy to be fortunate enough to have associate planner Barbara Barker in our office now. I believe you've met her. She has a background in lighting, so she should be a great help to us as we go through this project and work with you.

Commissioner Lundy stated I just want to echo what Commissioner Ingalls said, just fantastic landscaping, and kudos to our staff, too, and working with you. The Black Tupelo, all those are just going to provide so much brilliance in the fall. The applicant has done an extraordinary job with the aesthetics, in my opinion, with the relief and gone above and beyond. I certainly appreciate that.

Commissioner Jester stated thank you, Mr. Watson, for your presentation. Very professional for those of you that were involved in it. For those of you in the public that came and spoke, thank you for being bold enough to come and do that. We appreciate that. We'd like to hear from you. I also want to say I appreciate that you walked around the community, that you familiarize yourself with the community and the uniqueness of the community and the beauty of the community is something that we wish to protect, and we wish for generations to come to do that. I said before design is subjective and we looked at many historic buildings and buildings in the area what you're proposing here is unique and I don't think anybody can you know dance around that and say very large you're not going to miss it that is not intended to be negative it's just to say let's call it what it is it is going to be outstanding and I'd I don't mean that in any negative or positive way. It's just going to be there. I appreciate that you have softened it with excellent landscaping and with trees that in years to come, the community will greatly appreciate Thank you for a good submittal. Appreciate it.

**Motion by Commissioner Ingalls, seconded by Commissioner Lundy, to approve Item DR-3-26 with additional conditions. Motion carried.**

ROLL CALL:

|                      |           |
|----------------------|-----------|
| Commissioner Lundy   | Voted Aye |
| Commissioner Keller  | Voted Aye |
| Commissioner Jester  | Voted Aye |
| Chairman Messina     | Voted Aye |
| Commissioner Ingalls | Voted Aye |

Motion was approved by a 5 to 0 vote.

Commissioners Lemmon and Periera were absent.

**ADJOURNMENT**

Motion by Commissioner Lundy, seconded by Commissioner Keller, to adjourn the meeting. The meeting was adjourned 1:42 at pm. Motion carried.

Prepared by Traci Clark, Administrative Assistant

# PUBLIC HEARING

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# STAFF REPORT

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**DESIGN REVIEW COMMISSION  
STAFF REPORT**

**FROM:** TAMI STROUD, ASSOCIATE PLANNER  
**DATE:** AUGUST 27, 2026  
**SUBJECT:** DR-4-26: REQUEST FOR DESIGN APPROVAL OF A MIXED-USE BUILDING WITH THREE (3) COMMERCIAL SUITES ON THE MAIN LEVEL AND TWO (2) ONE (1) BEDROOM APARTMENTS LOCATED ON THE SECOND FLOOR.  
**LOCATION:** 923 E. SHERMAN AVENUE: A 0.196-ACRE (8,538 SF) SITE LOCATED ON THE NORTH SIDE OF SHERMAN AVENUE WITH FRONTAGE ON BOTH SHERMAN AVENUE AND N.10TH STREET.

|                               |                                   |
|-------------------------------|-----------------------------------|
| <b>APPLICANT/OWNER:</b>       | <b>ARCHITECT:</b>                 |
| Smock Family Investments, LLC | Tim Wilson, Momentum Architecture |
| 1000 Northwest Boulevard      | 112 E. Hazel Avenue, Studio B     |
| Coeur d'Alene, ID 83814       | Coeur d'Alene, ID 83816           |

**APPLICANT'S REQUEST:**

Tim Wilson, with Momentum Architecture, on behalf of Smock Family Investments LLC, is requesting a meeting with the Design Review Commission for approval of a mixed-use building with three (3) commercial suites on the main level and two (2) 1-bedroom apartments located on the second floor with a proposed building square footage of 6,156.

**DECISION POINT:**

Should the Design Review Commission approve the design for a mixed-use building located at 923 E. Sherman Avenue in the Infill Overlay District (DO-E) with the Limited Commercial (C-17L) zoning district as the underlying zoning district, 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 Downtown Overlay-Eastside (DO-E). The DRC will provide direction to the applicant and may suggest changes or recommendations to the proposed project. The DRC may render a decision, or request an Optional Second Meeting.

All projects over two stories and/or four dwelling units in the infill overlay districts triggers review by the Design Review Commission. (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)

**PROPERTY LOCATION MAP:**



## AERIAL PHOTO:



## PROJECT ANALYSIS:

The subject property is located at 923 E. Sherman Avenue, with frontage on both Sherman Avenue and 10<sup>th</sup> Street. The property is currently vacant. The applicant is proposing a mixed-use building with three (3) tenant spaces on the main level and two one-bedroom apartments on the upper floor. The total square footage of the proposed building is 6,156. Parking for the project will be in the rear along the alley. The applicant has been granted a parking reduction for providing bicycle accommodation per 17.44.200E allowing a 15% parking reduction as well as a parking reduction for a Shared Use per

17.07.930 which allows for a 20% parking reduction for the mixed-use project. A total of eight (8) parking spaces will be provided for the mixed-use project. Without the parking reduction, the project would have been required to provide 10 off-street parking spaces. The prior building which was destroyed by a fire in 2025 only had room for four vehicles on a gravel parking lot.

The maximum height allowed in the DO-E is 38'. The height of the proposed mixed-use project is 35'. The subject property is in the DO-E (Downtown Overlay-Eastside) zoning district and must adhere to the Infill Overlay Design Guidelines and Standards.

City staff met with the applicant's representatives on **June 18, 2026**, for the required Initial Meeting. At the meeting staff reviewed the DO-E Guidelines and Standards and discussed the following:

- A. Guidelines that apply to the proposed development,
- B. A request for a parking reduction on the proposed mixed-use project
- C. Request for a Design Departure due to the location of the trash enclosure.

***Google Street View of structure previously on the site: The site is currently vacant.***



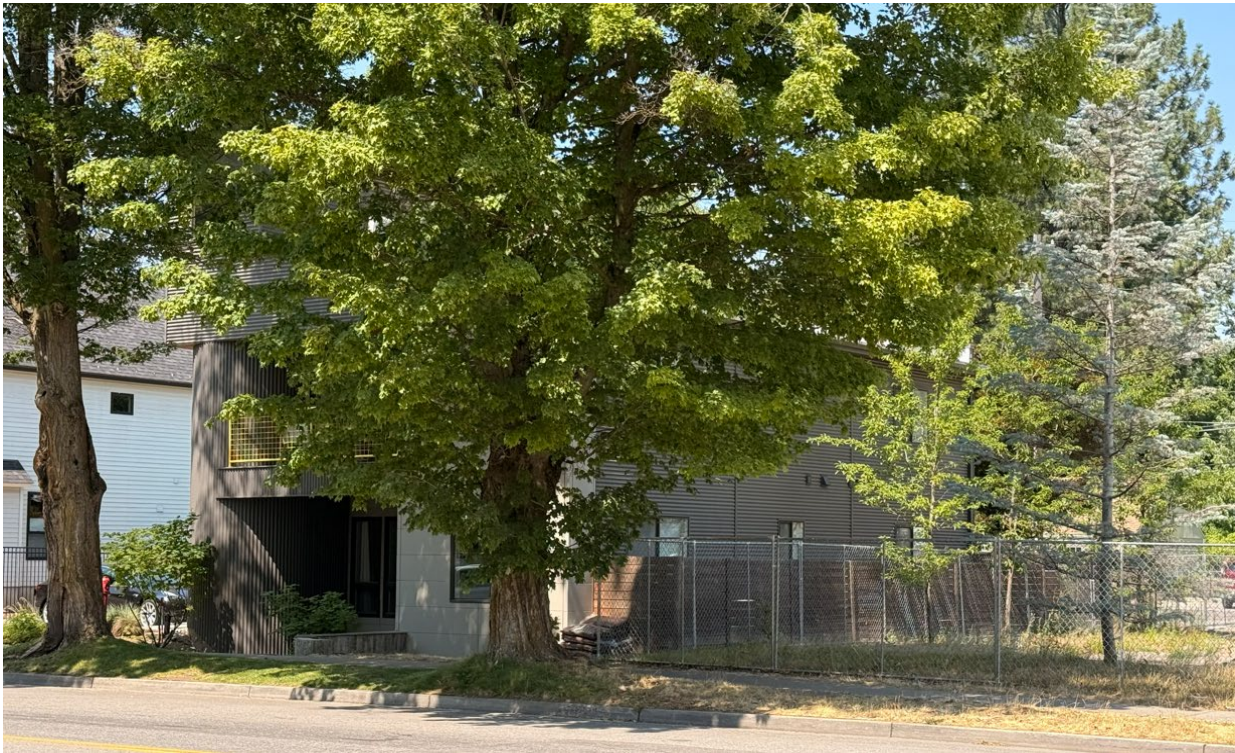
***SITE PHOTO – 1: View of the subject property from Sherman Avenue looking north.***



***SITE PHOTO – 2: View of the subject property from the property line along Sherman Ave. looking north.***



**SITE PHOTO – 3:** Looking northwest from the south side of Sherman Avenue at the neighboring property and a portion of subject property (fenced).



**SITE PHOTO – 4:** Looking west from 10<sup>th</sup> St. at the subject property toward the neighboring property.



**SITE PHOTO - 5:** View from Sherman Avenue looking northeast at neighboring commercial property.



**SITE PHOTO -6:** View from Sherman Avenue looking south at two single-family homes



**SITE PHOTO -7:** View from 10<sup>th</sup> Street looking west down the alley and neighboring residential uses.



**SITE PHOTO -8:** View from 10<sup>th</sup> Street looking at the existing approach that will be utilized for the trash pick-up. The trash enclosure will be located behind the building and along the property line along 10<sup>th</sup> Street.



***Applicant's Narrative:***

**PROJECT DESCRIPTION/NARRATIVE:**

New construction of 6,156 SF Multi-use facility which will include 3 - commercial tenant improvement Retail/Professional office suites on the main floor and 2 - one bedroom unit rental apartments upstairs. The building sits at the corner of E. Sherman Avenue and 10<sup>th</sup> Street near Downtown CDA.

Special features include:

- Exterior common patio areas for tenant & customer use. These areas are provided with landscape-planter areas along their perimeter to soften and provide color/ambience to the facility.
- The commercial spaces are each provided with an individual recessed entry and covered canopy above as well as canopies along the perimeter walking paths.
- A secured interior bicycle storage area has been provided as an amenity to tenants with the buildings close proximity to the downtown CDA area to help reduce the vehicular parking needs.
- Residential units are provided with a separate secured entrance for security and privacy.

This project replaces an older 6,617 SF commercial office building which included 4-5 commercial tenant spaces and one residential apartment. The previous building has been demolished due to a fire which occurred early in 2025. The previous building was deemed unsafe to occupy by the fire department and insurance company. The new replacement project has been designed to comply with the Eastside Overlay design guidelines and to meet current standards.

**ZONING INFORMATION:**

|                    |                                          |
|--------------------|------------------------------------------|
| Address:           | 923 Sherman Avenue                       |
| Parcel:            | C-6795-006-007-A                         |
| Zoning:            | DO-E (Downtown Overlay - Eastside) C17-L |
| Acres:             | .19600 Acres                             |
| Site Area:         | 8,537.76 S.F.                            |
| Height Allowed:    | 38 FT                                    |
| Proposed Height:   | 35 FT +/-                                |
| Number of Stories: | 2 Stories                                |

|                   |                                            |   |    |
|-------------------|--------------------------------------------|---|----|
| Parking Required: | Retail (1 per 330 SF Retail area x 2,589)  | = | 8  |
|                   | 2 - One bedroom units (1.0 space per unit) | = | 2  |
|                   | <u>Total parking stalls:</u>               | = | 10 |

|             |                                             |   |     |
|-------------|---------------------------------------------|---|-----|
| Exemptions: | Bicycle Accommodations (15%) 17.44.200(E)   | = | (1) |
|             | Shared Parking reduction (20%) 17.07.930(C) | = | (2) |
|             | <u>Total Reduction:</u>                     | = | (3) |
|             | Total required:                             | = | 7   |

|                   |                  |   |   |
|-------------------|------------------|---|---|
| Parking Provided: | Stalls provided: | = | 8 |
|-------------------|------------------|---|---|

|                       |                          |   |   |
|-----------------------|--------------------------|---|---|
| Bike Stalls Required: | 1 bike/5 parking stalls: | = | 2 |
|-----------------------|--------------------------|---|---|

minimum of 2 bike mounting spots required.

|              |                                      |   |   |
|--------------|--------------------------------------|---|---|
| Bike Stalls: | Total exterior Bike stalls provided: | = | 3 |
|--------------|--------------------------------------|---|---|

|                    |                                         |   |   |
|--------------------|-----------------------------------------|---|---|
| XTRA Bike Storage: | Total secured Interior stalls provided: | = | 8 |
|--------------------|-----------------------------------------|---|---|

|                       |                                      |   |    |
|-----------------------|--------------------------------------|---|----|
| Bike stalls provided: | Total combined bike stalls provided: | = | 11 |
|-----------------------|--------------------------------------|---|----|

#### DEVELOPMENT PROGRAM:

|                    |                                        |          |
|--------------------|----------------------------------------|----------|
| Building Size/Use: | Commercial T.I. area - Main Floor:     | 2,589 SF |
|                    | 2- 1 BDRM APT - Upper Floor:           | 2,753 SF |
|                    | <u>Common areas (stairs-hallways):</u> | 814 SF*  |
|                    | Total Building area SF:                | 6,156 SF |

|                 |                                           |
|-----------------|-------------------------------------------|
| Occupancy Type: | B: Business – Retail/Professional Office  |
|                 | R-2: Residential - Multi-family/Apartment |

|                    |     |
|--------------------|-----|
| Construction Type: | 5-B |
|--------------------|-----|

|                    |                              |      |
|--------------------|------------------------------|------|
| Building Criteria: | Seismic Design Category:     | C    |
|                    | International Building Code: | 2018 |

|            |                 |          |
|------------|-----------------|----------|
| Site Size: | (.19600 Acres): | 8,538 SF |
|------------|-----------------|----------|

|                             |                       |          |
|-----------------------------|-----------------------|----------|
| F.A.R. (basic- Commercial): | .3 times parcel size: | 2,561 SF |
| F.A.R. (max.- Commercial):  | .6 times parcel size: | 5,123 SF |

|                              |                        |          |
|------------------------------|------------------------|----------|
| F.A.R. (basic- Residential): | .5 times parcel size:  | 4,269 SF |
| F.A.R. (max.- Residential):  | 1.0 times parcel size: | 8,538 SF |

|                |                                          |                        |
|----------------|------------------------------------------|------------------------|
| Building Size: | Commercial:                              | 2,753 SF               |
| Provided:      | Residential:                             | 2,589 SF               |
|                | <u>Common areas:</u>                     | <u>814 SF*</u>         |
|                | Total Building                           | 6,156 SF               |
|                | Total Building Area (less common areas): |                        |
|                |                                          | <b>5,342 SF F.A.R.</b> |

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

|                 |                                       |            |
|-----------------|---------------------------------------|------------|
| F.A.R. Bonuses: | Commercial Basic:                     | .3         |
|                 | Residential Basic:                    | .5         |
|                 | <u>With Bonuses Allowed:</u>          | <u>1.6</u> |
|                 | Total F.A.R. Allowed Basic:           | .8         |
|                 | <u>Total F.A.R. Allowed w/bonus':</u> | <u>1.6</u> |
|                 | Total F.A.R. Provided:                | <b>.63</b> |

F.A.R. CALC's: 8,538 SF x 0.3 = 2,561 SF BASIC ALLOWED F.A.R.  
8,538 SF x 0.5 = 4,269 SF BASIC ALLOWED F.A.R.  
 Combined x 0.8 = 6,830 SF BASIC ALLOWED F.A.R.  
 8,538 SF x 1.6 = 13,661 SF MAX ALLOWED F.A.R.  
**5,342 SF PROVIDED F.A.R. (.63)**

**NO** Development **Bonuses** required/requested:

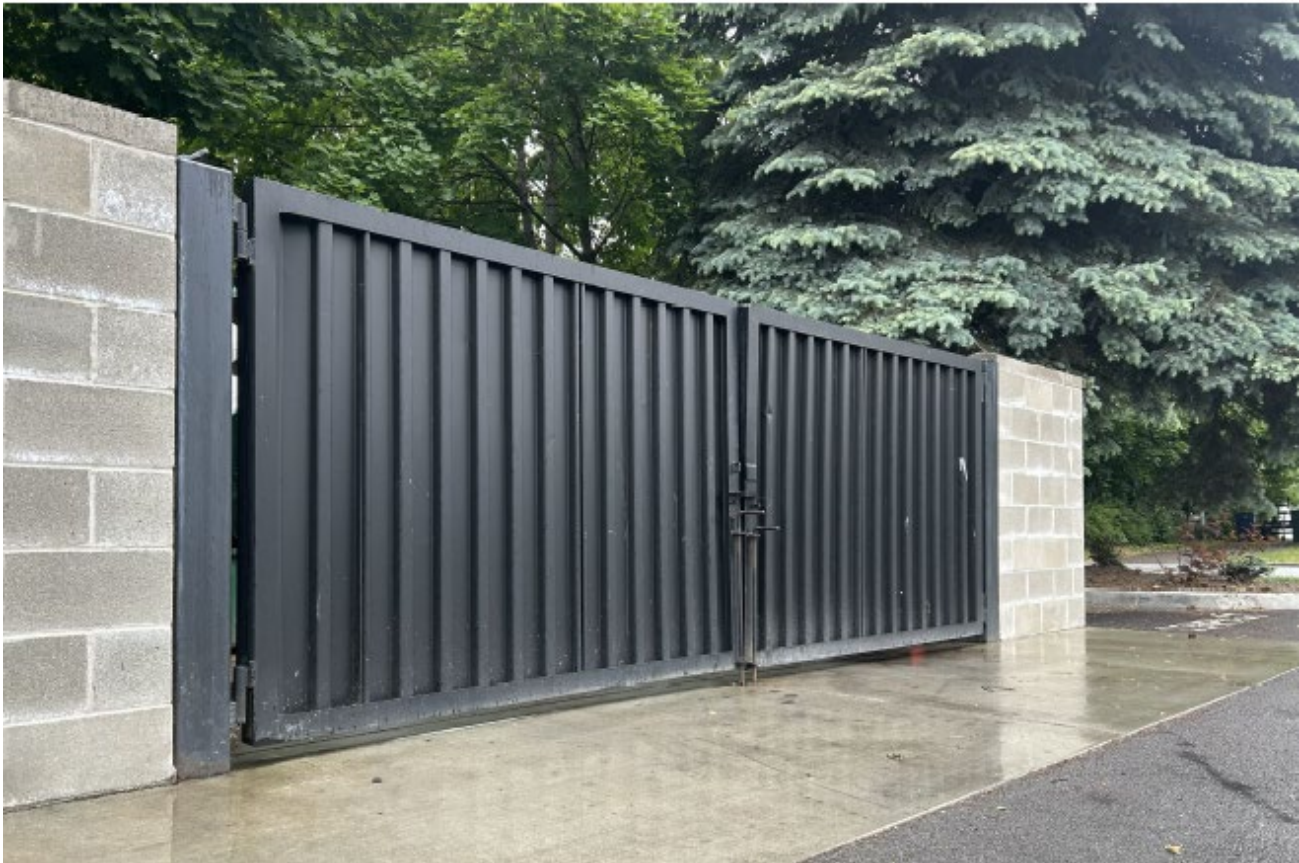
**DESIGN DEPARTURE:**

The applicant has requested a Design Departure for the Design Guideline requiring that trash and service areas be placed away from the public right-of-way. Trash and service areas shall be screened from view on all sides with solid evergreen plant material or architectural treatment similar to the design of the adjacent building. The applicant has provided graphics depicting the design and location of the proposed dumpster enclosure and states that it will be placed in the rear portion of the property along 10<sup>th</sup> Street and adjacent to the alley. The dumpster will be screened from all sides and constructed of CMU Block with stone veneer on 3 sides to match the building's facade, along with a screened entry gate. A design departure to the guideline is requested for the trash enclosure to be placed along the public right-of-way. The applicant stated that they are maximizing the space for the trash enclosure by having it face 10th Street and making use of an existing approach on 10th Street. This was a former vehicle approach that would now be solely dedicated to the trash enclosure.

***Design Departure Request: Trash Enclosure Proposed on 10<sup>th</sup> Street***



***Design Departure Request: Gate Detail (similar) for Trash Enclosure***



## **DESIGN GUIDELINES: C. SCREENING OF TRASH/SERVICE AREAS**

### **1. General Requirements:**

#### **a. Location of Trash and Service Areas:**

Trash and service areas shall be placed away from the public right-of-way.

#### **b. Screening:**

Trash and service areas shall be screened from view on all sides with solid evergreen plant material or architectural treatment similar to the design of the adjacent building.

### **Evaluation:**

Section 17.07.940 of the Design Guidelines state that the guidelines allow for some flexibility in application, providing that the intent of the Code is met. The Applicant has requested the above-noted Design Departure. In order for the DRC to approve a design departure, they must find that:

1. The requested departure meets the intent statements relating to applicable development standards and design guidelines.
2. The departure 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 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).

**Evaluation:**

Hilary Patterson, Community Planning Director, has recommended approval of the requested Design Departure as listed above on page 21. The Design Review Commission will make the final determination on the design departure and the overall project design. Staff has recommended adding the condition below, should the item be approved.

- The trash enclosure and gates facing 10th Street shall be constructed and finished substantially consistent with the gate detail presented to the Design Review Commission and included in the staff report.

## **APPLICANT'S REQUEST FOR A PARKING REDUCTION:**

The applicant has also requested a parking reduction for providing bicycle accommodations which includes a bike locker and proposed shared parking for the mixed use project. The applicant's request is included below.

05/18/2026

City of Coeur d'Alene

710 E Mullan Ave

Coeur d'Alene, ID 83814

ATTN: Mrs. Hilary Patterson

*Planning Manager*

RE: 923 Sherman Ave Parking Exception Request

Dear Mrs. Patterson:

We respectfully submit this request for a parking requirement exception for our proposed mixed-use development located at 923 E Sherman Avenue, Coeur d'Alene, Idaho.

### **Background**

The subject property is located on the northwest corner of Sherman Ave and Tenth St and formerly hosted a single building of approximately 6,617 sq. ft. used for a mix of commercial and residential purposes. A total of four off-street gravel parking stalls served the building. The building caught fire in 2025 and has since been torn down.

The property is zoned C-17L and is in the DO-E overlay, and thus infill parking standards apply (17.07.930).

## **Proposed Development**

Plans prepared for DRC review depict a two-story building consisting of commercial units on the main level with two (2) one-bedroom apartments on the second floor. The first floor has an area of 3,216 square feet, 2,589 of which can be classified as leasable commercial space. The remainder of the first-floor area is made up of mechanical rooms and shared hallways and bathrooms that do not generate a need for parking. Infill parking standards require one off-street parking stall per 330 sq ft of commercial area. Thus, eight stalls are needed to meet the city standard. One-bedroom apartments require one parking stall each. The total number of off-street parking stalls required is therefore ten.

All off-street parking will be accessed from the alley. Due to spatial constraints, a maximum of eight stalls can be constructed on the site. All parking will be paved with asphalt. All ADA requirements will be met.

## **Request**

Site constraints prevent the construction of enough off-street parking to satisfy city code. We respectfully request the implementation of parking exceptions through City Code sections 17.44.200(E) (Bicycle Accommodations) and 17.07.930(C) (Shared Parking Reduction).

- **Bicycle Accommodations:** Plans prepared for DRC review include a fully enclosed bicycle locker with exterior door. Per 17.44.200(E) the planning director may authorize a 15% reduction in the number of off-street parking stalls required for such an amenity. Given the projects proximity to the Centennial Trail and downtown district, and the mixed uses of the building, it is reasonable to assume that some tenants will view biking as a desirable form of transportation. The 15% exception will reduce the number of stalls required by one.
- **Shared Parking Reduction:** The proposed development will offer a mix of residential and commercial uses. Section 17.07.930(C) of the code allows the Planning Director to grant a 20% reduction in this case. The commercial units are intended to be primarily daytime uses that will not see tenants or patrons in the evening. It is likely that the need for parking will vary through the day for the two separate uses and a reduction in parking would not create negative ramifications. A 20% reduction would reduce the number of stalls required by two.

The maximum reduction which could be granted under these sections of city code is three. This would result in a total of seven required stalls. This request does not seek the maximum reduction. The proposed design reflects the maximum parking count which site constraints will allow, which is eight. This exception request could have been achieved solely by requesting the shared parking reduction, however, the developers thought it would be best to offer bicycle accommodations as well in an effort to minimize the chance of parking conflicts.

## **Practical Considerations**

Other factors should be considered in supporting this request:

- **Historical Use:** The prior building offered more commercial space than is proposed and operated on four off-street parking stalls. The eight proposed stalls will double the prior parking count and offer modern bicycle accommodations. The proposed condition will be far superior to how the site operated for decades.
- **Location:** The downtown area just a few blocks away from the site hosts several large multi-story buildings with no off-street parking. Businesses, restaurants and apartments all co-exist by making use of on-street parking and nearby paid-parking lots with several people electing to walk or ride bikes to places of work and entertainment. 923 Sherman is located far enough away from downtown to not have to compete for those same on-street parking stalls but is still close enough that residents and patrons of downtown can reach the site without the use of an automobile.

## Conclusion

Given the historical data, practical site limitations, and forward-looking development strategy, we believe that the requested parking exceptions are both reasonable and consistent with City of Coeur d'Alene's planning objectives.

We appreciate your consideration of this request and welcome the opportunity to discuss any questions or provide additional information.

Sincerely,



05-18-2026

Merle Van Houten, P.E., LEED A.P.

Date

Owner

Van Houten Consulting & Design, LLC

## Evaluation:

Hilary Patterson, Community Planning Director, approved the request for a parking reduction by providing the bicycle locker and shared use parking for the project. Staff has recommended adding the condition below, should the item be approved.

- Clear signage or pavement parking must be installed stating "Reserved" for the apartment parking. Signage shall be visible and easy to identify.

**MASSING:**



**DO-E: Design guidelines for consideration are as follows:**

- 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
- Massing: Top/Middle/Base
- Treatment of Blank Walls
- Integration of Signs with Architecture
- Creative/Individuality of Signs
- Setbacks Adjacent to Single Family
- Building Bulk and Spacing

**APPLICANT'S DESIGN GUIDELINES WORKSHEET: (Infill Overlay East DO-E) (new)**

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:**

A landscape plan has been provided depicting the proposed landscaping along Sherman Avenue and 10th Street to meet the City of CDA landscape design standards. The landscaping includes new street trees, shrubs, and ground covers that will provide seasonal color and interest. One existing Grand Scale tree along Sherman Avenue will be preserved. Refer to the Landscape Plan for concept design.

**Screening of Parking Lots:**

The parking area is located at the rear of the property with vehicle access loading from the existing paved alley. The parking area is provided with a continuous landscape screen utilizing Section 1, Type A: plantings and ground cover. A 5-foot-tall concrete masonry dumpster enclosure is provided along the 10<sup>th</sup> Street side of the parking area, maintaining a continuous buffer. Refer to the Civil Site and Landscape Plan for concept design.

**Screening of Trash/Service Areas:**

An enclosed trash enclosure is provided and located toward the rear of the property along 10th Street near the alley. Waste-management vehicle access will be at the existing concrete curb approach along 10<sup>th</sup> Street and is adjacent to the alley. The dumpster will be screened from all sides and constructed of 3 sides of CMU Block with stone veneer to match the building's facade, along with a screened entry gate. A **DEVIATION** to the guideline is requested for a trash enclosure to be placed along the public right-of-way. The site and parking area are very cramped. We are maximizing the space for the trash enclosure by having it face 10<sup>th</sup> Street and making use of an existing approach on 10<sup>th</sup> Street. This was a former vehicle approach that would now be solely dedicated to the trash enclosure. This location allows an additional parking stall in the parking area. Hilary Patterson, Planning Director, has recommended approval of the requested departure. The Design Review Commission will make the final determination on the design departure request. The waste management service company has reviewed and provided a favorable response to its location as presented. Refer to the Civil Site and Landscape Plan for the proposed location.

**Lighting Intensity:**

Site and Exterior light fixtures will be designed to meet the General Requirements of the Design Guidelines. Fixtures will be shielded to prevent light trespassing outside the property boundaries. All site lighting fixtures will be downward facing and provided with shields. NO flashing lights nor up-lighting will be used. Low light fixtures will be used along the exterior patio areas to create a friendly pedestrian experience and help define the commercial tenant entry points. Refer to site lighting diagram for proposed site lighting layout.

**Screening of Rooftop Mechanical Equipment:**

There will be NO rooftop mechanical equipment provided.

**Curb Cuts Width and Spacing:**

An existing 24-foot curb-cut exists towards the rear property accessed from 10<sup>th</sup> Street. Waste-management vehicle access will be from 10<sup>th</sup> Street adjacent to the alley, utilizing the existing curb-cut. The vehicular parking area is located at the rear of the property, with vehicle access loading from the existing paved alley. Sidewalk pattern and material will be continuous and connect to existing sidewalks.

**Parking Lot Landscape:**

Parking Lot landscaping around the rear parking area is designed to meet City of CDA design standards, including parking lot trees and planter areas. Two new parking lot trees are proposed within the parking lot area, and planting areas are provided along the neighboring properties, providing a landscape buffer with seasonal color and interest. Refer to the Landscape Plan for concept design.

**Location of Parking:**

The parking area is located at the rear of the property with vehicle access loading from the existing paved alley.

**Grand Scale Trees:** One Grand Scale tree exists along Sherman Avenue. This tree will be retained and preserved. Refer to the Landscape Plan for concept design.

**Identity Elements:**

The following designated street trees are provided to meet Section E: Item No. 2. DO-E District Identity Elements. One Grand Scale tree exists along Sherman Avenue. This tree will be retained and preserved. Additional new street trees are proposed along Sherman Avenue and 10<sup>th</sup> Street to highlight these special streets and intersections. Included are: 1 additional new street tree along Sherman Avenue and 3 street trees along 10<sup>th</sup> Street. The new street trees, accent trees, shrubs, planting strips and groundcovers will provide seasonal landscape color and interest. Refer to the Landscape Plan for concept design.

**Fences Next to Sidewalks:**

A 42" high fence/partial height wall has been provided along the Sherman Avenue and 10th Street frontages to create privacy for tenants and define the commercial space entries. The design consists of an 18" tall continuous 'Board-form' concrete base and 24" tall ornamental metal fencing with pickets, allowing a more visually transparent view than an opaque view per guidelines. Any changes in height will be provided with 'stepped' transitions rather than sloped. Refer to the Site Plan and 3D rendering views for concept.

**Walls Next to Sidewalks:**

A 42" high fence/partial height wall has been provided along the Sherman Avenue and 10th Street frontages to create privacy for tenants and define the commercial space entries. The design consists of an 18" tall continuous 'Board-form' concrete base and 24" tall ornamental metal fencing with pickets, allowing a more visually transparent view than an opaque view per guidelines. Any changes in height will be provided with 'stepped' transitions rather than sloped. Refer to the Site Plan and 3D rendering views for concept.

**Curbside Planting Strips:**

Sidewalks and curbside planting strips along Sherman Avenue and 10<sup>th</sup> Street are existing. Each is provided between the street curb and sidewalk per the guidelines. The planting strips consist of one existing Grand-Scale tree, new street trees, and living ground cover to be planted, providing seasonal landscape color and interest. Refer to the Landscape/Site Plan submitted.

**Unique Historic Features:**

Item I, Section 1: N/A. The site is currently vacant.

Per item I, Section 2: New project signage provided will fit with the style of the building corresponding to its location, setting, and proposed use. Refer to exterior rendering views.

**Entrances:**

The primary commercial & pedestrian entrances will be accessed from Sherman Avenue and 10th Street. A Sidewalk is provided to each entrance.

- The entry doors along Sherman Avenue are recessed (Group A-i), provided with cover above for protection from the elements (Group A-ii), clerestory windows above the entry door (Group B-i), and provided with surrounding stone veneer masonry piers (Group C-i).
- The entry doors along 10<sup>th</sup> Street are provided with cover above for protection from the elements (Group A-ii), clerestory windows above the entry door (Group B-i), and are provided with surrounding stone veneer masonry piers (Group C-i).

A secured secondary commercial entrance and the primary residential entry are located at the rear of the property, utilizing access from the parking area and provide privacy for the commercial-residential tenants. A sidewalk is provided to each entrance.

- The entry doors along the rear of the building are recessed (Group A-i), provided with cover above for protection from the elements (Group A-ii), clerestory windows above the entry commercial door (Group B-i), a large separate residential entry door, and both rear entrances are provided with surrounding stone veneer masonry piers (Group C-i). Refer to exterior rendering views.

**Orientation to the Street:**

1. Architectural elements at each entrance have been used to provide a clearly identifiable and defensible entry.
2. The required design elements provided are:
  - Recesses (Group 2-a).
  - Windows at sides and/or above entry doors (Group 2-g).
  - Awnings and/or canopies (Group 2-h).
3. Pedestrian Scale lighting shall be provided.
4. Primary entrances face Sherman Avenue and 10<sup>th</sup> Street.

**Massing: Base/Middle/Top:** The following guidelines items have been provided to reduce the apparent bulk of the multi-story building and maintain a pedestrian scale by:

- **Top:** Built up 10" deep projecting Cornice/Fascia provided at **TOP** of the proposed multi-use structure. The primary roof structure at **TOP** is a pitched roof with a slope of 6/12 and is provided with an aesthetic architectural composition shingle material.
- **Middle: MIDDLE** wall areas are a material mix of vertical-metal siding, horizontal 'Hardi-lap' siding, and each residential unit is provided with a recessed balcony along Sherman Avenue. Each exterior elevation side provides a distinct change in material, texture, Guideline and color.
- **Base:** Sherman Avenue and 10<sup>th</sup> Street sides: Building provides a distinct '**BASE**' at the ground level with articulation/material utilizing faux-stone veneer masonry.

Additional distinction is provided with:

- (i): Windows
- (ii): Details
- (iii): Canopies
- (v) Overhangs

Refer to rendering views.

#### **Treatment of Blank Walls:**

1: Walls within the public view are provided with several windows, recessed entries, exterior balconies and utilize several various siding treatments to break up the exterior walls along both street frontages.

2: There are NO uninterrupted walls greater than 30 feet within this project.

Refer to exterior rendering views.

#### **Integration of Signs with Architecture:**

New project signage, including tenant signage, will fit with the style of the building and conform with City sign standards.

Signs will not project above the roof or exterior wall.

Refer to exterior rendering views and the Site Plan.

#### **Creative/Individuality of Signs:**

New project signage, including tenant signage, will fit with the style of the building and conform with City sign standards.

Refer to exterior rendering views and the Site Plan.

**Minimum/Maximum Setbacks:**

Zoning Setbacks along Sherman Avenue and 10<sup>th</sup> Street from the structure are: 10 feet minimum and no more than 20 feet. The building is set at the **10'** minimum street front yard setback line. Covered walkway canopies are provided between tenant entrances along Sherman Avenue and 10<sup>th</sup> Street to provide a lively pedestrian-friendly sidewalk environment. These canopies extend into the front setback 5 feet and are allowed by city ordinance.

Note: Setbacks have been reviewed and discussed with Planning/Building departments for compliance

**Roof Pitch:**

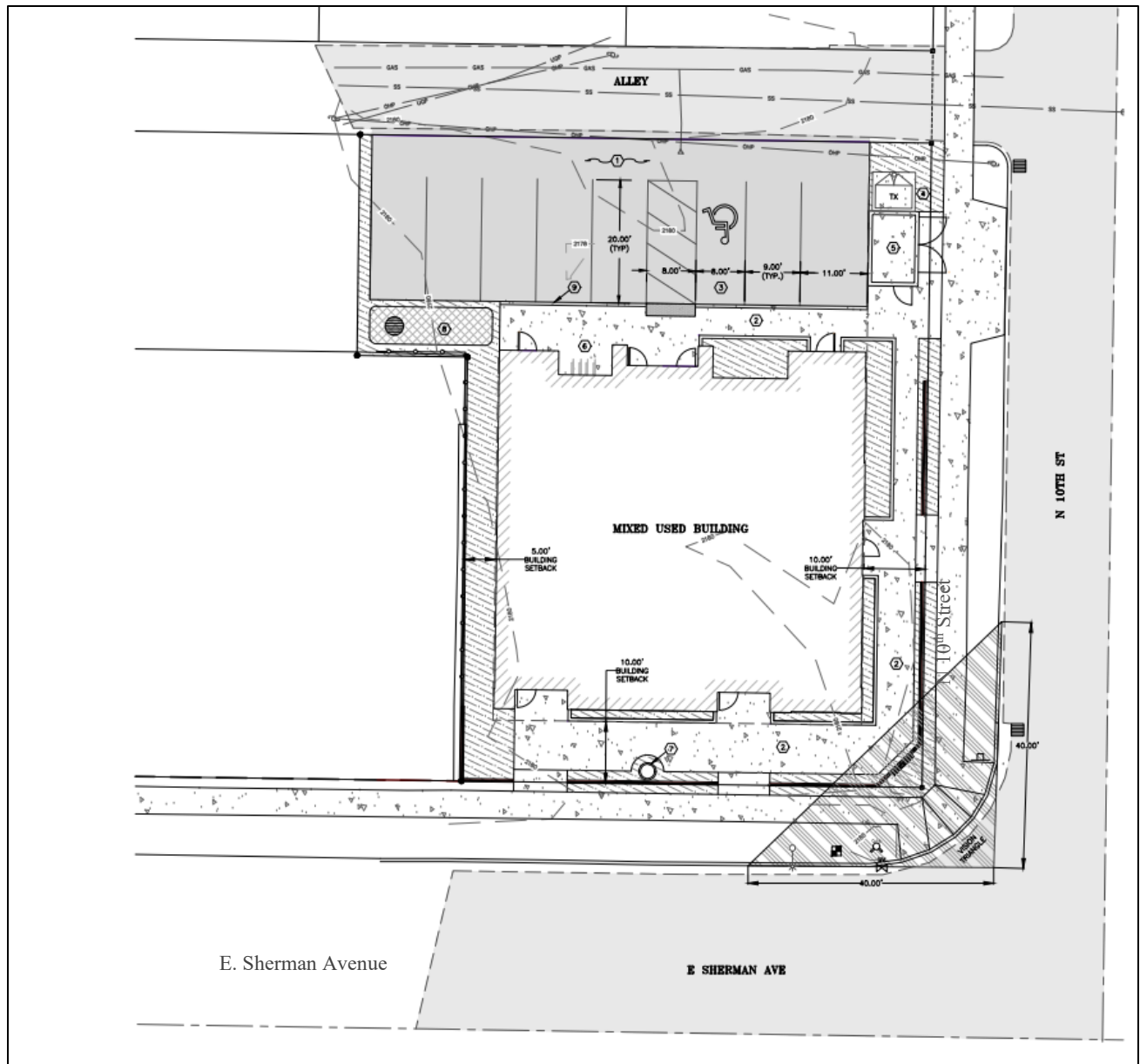
The primary pitch of the roof line is 8/12 seen from Sherman Avenue and 10<sup>th</sup> Street views. The west elevation provides a secondary slope of 4/12 along the adjacent multi-family residential project side. The roofline design shows variety in slope, presents a distinct profile and appearance for the building, and expresses the surrounding neighborhood character. The roof design meets the Roof Pitch standard.

Refer to Exterior views for illustration.

**Building Bulk and Spacing:**

N/A. NO portion of the structure is greater than the 100 feet guideline.

# **SITE PLAN:**



**NORTH ELEVATION:**



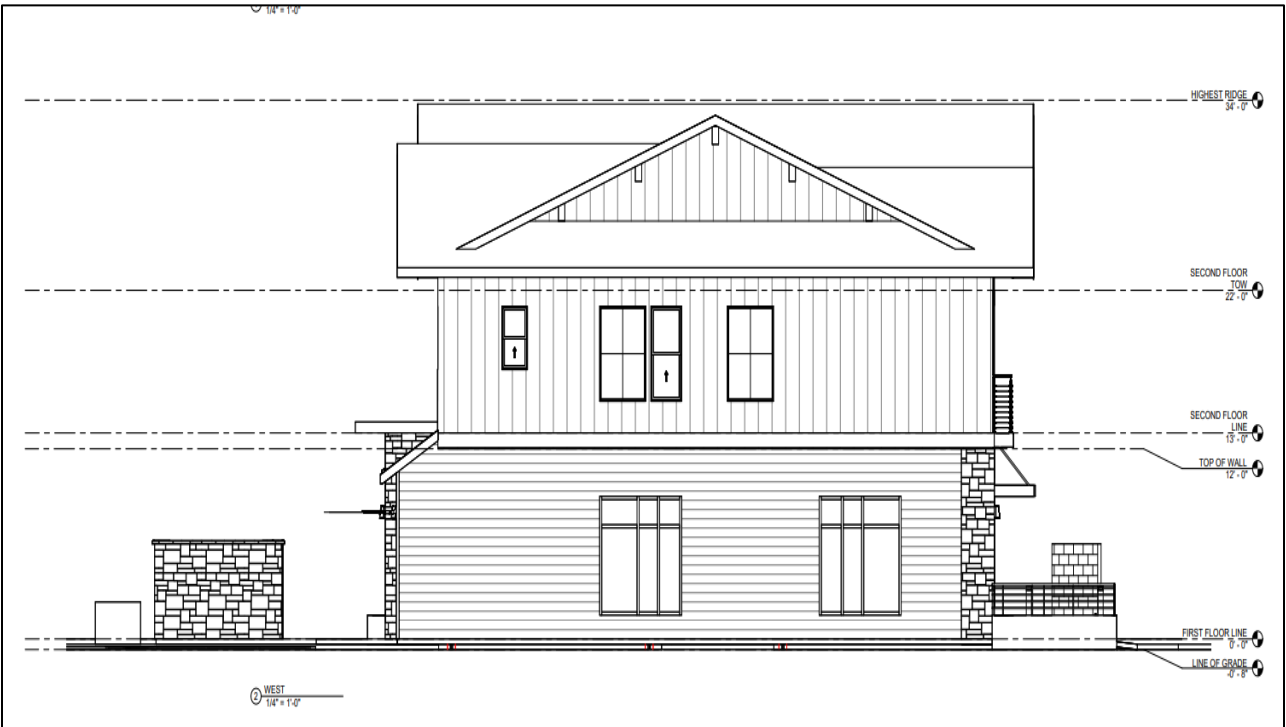
**SOUTH ELEVATION:**



EAST ELEVATION:



WEST ELEVATION:



EXTERIOR- FRONT VIEW:



**EXTERIOR 3D VIEWS- REAR VIEW:**



**EXTERIOR 3D VIEWS - REAR VIEW:**



**EXTERIOR 3D VIEWS - FRONT VIEW FROM SHERMAN AVENUE:**



**EXTERIOR 3D VIEWS - INTERIOR SIDE:**



**EXAMPLE OF PROPOSED CONCRETE WALL FOR THE PROJECT ALONG SHERMAN AVENUE:**



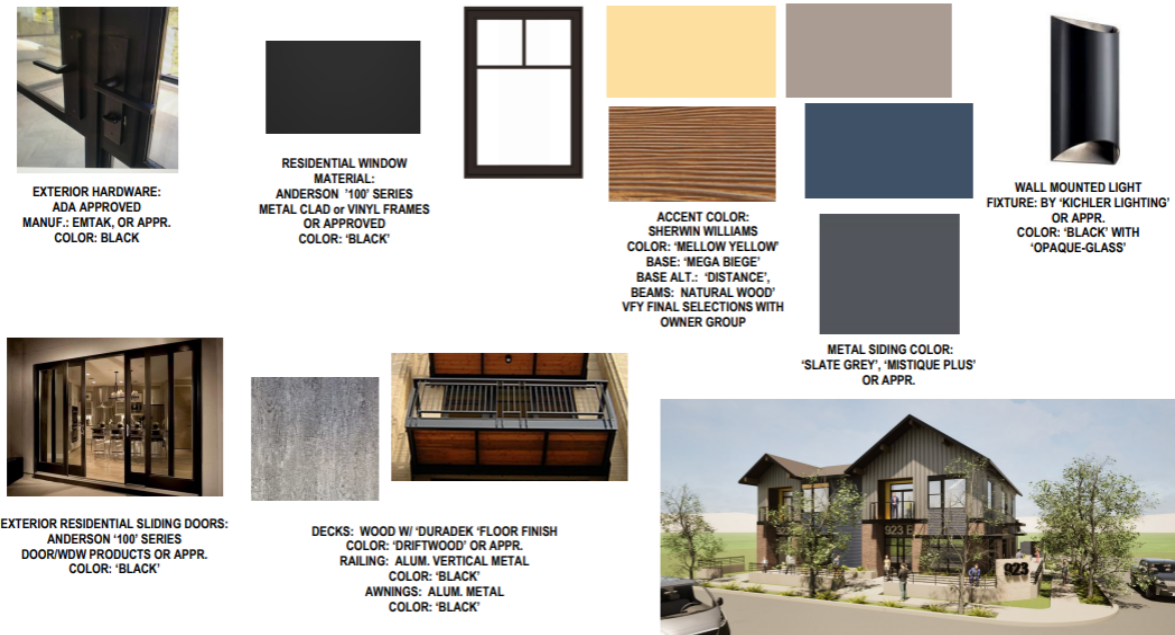
**MATERIAL BOARD/FINISH MATERIALS:**

FINISH MATERIALS  
**Sherman Avenue Mixed-use Facility**  
 923 Sherman Avenue, Coeur d'Alene, Idaho



**MATERIAL BOARD/FINISH MATERIALS:**

FINISH MATERIALS  
**Sherman Avenue Multi-use Facility**  
 923 Sherman Avenue, Coeur d'Alene, Idaho



## PRELIMINARY LANDSCAPE PLAN:



## PLANT SCHEDULE:

### PLANT SCHEDULE

| <u>SYMBOL</u> | <u>COMMON / BOTANICAL NAME</u> | <u>SIZE</u> | <u>QTY</u> | <u>DETAIL</u> |
|---------------|--------------------------------|-------------|------------|---------------|
|---------------|--------------------------------|-------------|------------|---------------|

#### TREES



TUPELO  
NYSSA SYLVATICA

1.5" CAL. 4

| <u>SYMBOL</u> | <u>COMMON / BOTANICAL NAME</u> | <u>SIZE</u> | <u>QTY</u> |
|---------------|--------------------------------|-------------|------------|
|---------------|--------------------------------|-------------|------------|

#### SHRUBS



CRIMSON PYGMY JAPANESE BARBERRY  
BERBERIS THUNBERGII 'CRIMSON PYGMY'

2 GAL. 10



DENSE JAPANESE YEW  
TAXUS CUSPIDATA 'DENSIFORMIS'

2 GAL. 14



LITTLE HENRY® SWEETSPIRE  
ITEA VIRGINICA 'SPRICH'

2 GAL. 6



OTTO LUYKEN ENGLISH LAUREL  
PRUNUS LAUROCERASUS 'OTTO LUYKEN'

2 GAL. 2



PURPLE PILLAR® ROSE OF SHARON  
HIBISCUS SYRIACUS 'GANDINI SANTIAGO'

5 GAL. 2

#### GRASSES



EVERGOLD JAPANESE SEDGE  
CAREX OSHIMENSIS 'EVERGOLD'

1 GAL. 17



KARL FOERSTER FEATHER REED GRASS  
CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER'

1 GAL. 11



PRAIRIE BLUES LITTLE BLUESTEM  
SCHIZACHYRIUM SCOPARIUM 'PRAIRIE BLUES'

1 GAL. 12



TUFTED HAIR GRASS  
DESCHAMPSIA CESPITOSA

1 GAL. 48

#### PERENNIALS



MONDO GRASS  
OPHIPOGON BODINIERI

1 GAL. 19



STELLA DE ORO DAYLILY  
HEMEROCALLIS X 'STELLA DE ORO'

1 GAL. 16

## **STAFF EVALUATION OF FACTS**

1. The subject property is located at 923 E. Sherman Avenue with frontage on both Sherman Avenue and 10th Street legally described as Obriens 1<sup>st</sup> ADD to CDA, Lot 7, E2 LT 8 & E 18 Ft of N 36 Ft of W2 of Lt 8 Blk 6, records of Kootenai County, Idaho.
2. The property is subject to the Infill Overlay District (DO-E) Design Standards and 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 completed a project review meeting on June 2, 2026 as required by M.C. § 17.09.325(B).
5. The applicant has completed an initial meeting with staff on June 18, 2026, as required by M.C. § 17.09.325(D)
6. The applicant is seeking design review approval from the DRC at a meeting on August 27, 2026.
7. Seventy eight (78) public hearing notices were mailed to all property owners of record within three hundred feet (300') of the subject property on August 7, 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 August 8, 2026, which fulfills the legal requirement for the Design Review as provided by M.C. § 17.09.315(A).
9. The subject property was posted with the public hearing notice on August 11, 2026, which fulfills the proper legal requirement as provided by M.C. § 17.09.315(A).
10. Public testimony will be received by the DRC at a public hearing on August 27, 2026.
11. The existing zoning is in the Infill Overlay East (DO-E) District with the underlying zoning as C-17L (Limited Commercial) as shown by the City's zoning map.
12. The subject property is 8,538 square feet or 0.196-acre as shown by the applicant and verified by GIS.
13. The building square footage would be 6,156 square feet. (5,342 SF less common area.)

14. The project is below the allowable floor area ratio (FAR) as provided in M.C. § 17.05.685(A). The maximum allowed FAR in the DO-E zoning district is 1.6. The project shows a FAR of 0.63 based on a lot size of 8,538 square feet and a building square footage of 6,156 square feet. The applicant has not requested development bonuses. The project qualifies for a total allowable FAR of 0.8 (with a base of 0.5 using a combination of commercial and residential F.A.R.)
15. The proposed project would be 2 stories and 35-feet tall (*with a commercial zone*) which is below the maximum allowable of 38' in the Infill Overlay District (DO-E) pursuant to M.C. § 17.05.690(A). (BUILDING HEIGHT)
16. M.C. §17.05.725(A)(3) requires 1.0 parking stall per one bedroom unit and 1 space for each 330 square feet of net floor area in the DO-E Infill Overlay District. There are two (1) one bedroom units requiring (2) two parking spaces and eight parking spaces (8) for the commercial use. A reduction in parking was approved by the Community Planning Director for the provision of bicycle accommodations and shared parking, bringing the number of parking spaces down from 10 to eight. The project provides surface parking to the rear of the building with alley access. **(PARKING COUNT & LOCATION)**
17. A landscape plan has been provided depicting the proposed landscaping along Sherman Avenue and 10th Street to meet the City of CDA landscape design standards. The landscaping includes new street trees, shrubs, and ground covers that will provide seasonal color and interest. One existing Grand Scale tree along Sherman Avenue will be preserved. Refer to the Landscape Plan for concept design.  
**(GENERAL LANDSCAPING)**
18. The parking area is located at the rear of the property with vehicle access loading from the existing paved alley. The parking area is provided with a continuous landscape screen utilizing Section 1, Type A: plantings and ground cover. A 5-foot-tall concrete masonry dumpster enclosure is provided along the 10<sup>th</sup> Street side of the parking area, maintaining a continuous buffer. Refer to the Civil Site and Landscape Plan for concept design.  
**(SCREENING OF PARKING LOTS)**
19. An enclosed trash enclosure is provided and located toward the rear of the property along 10th Street near the alley. Waste-management vehicle access will be at the existing concrete curb approach along 10<sup>th</sup> Street and is adjacent to the alley. The dumpster will

be screened from all sides and constructed of 3 sides of CMU Block with stone veneer to match the building's facade, along with a screened entry gate. A **DEVIATION** to the guideline is requested for a trash enclosure to be placed along the public right-of-way. The site and parking area are very cramped. The applicant is maximizing the space for the trash enclosure by having it face 10<sup>th</sup> Street and making use of an existing approach on 10<sup>th</sup> Street. This was a former vehicle approach that would now be solely dedicated to the trash enclosure. This location allows an additional parking stall in the parking area. The Planning Director has recommended approval of the design departure request. The Design Review Commission has the final authority to approve the design departure. The waste management service company has reviewed and provided a favorable response to its location as presented. Refer to the Civil Site and Landscape Plan for the proposed location. Staff has added a condition for the design of the trash enclosure. **(SCREENING OF TRASH/ SERVICE AREAS)**

**20.** In order to conserve energy, prevent glare and reduce light pollution, site and exterior light fixtures will be designed to meet the General Requirements of the Design Guidelines. Site and Exterior light fixtures will be designed to meet the General Requirements of the Design Guidelines. Fixtures will be shielded to prevent light trespassing outside the property boundaries. All site lighting fixtures will be downward facing and provided with shields. NO flashing lights nor up-lighting will be used. Low light fixtures will be used along the exterior patio areas to create a friendly pedestrian experience and help define the commercial tenant entry points. Refer to site lighting diagram for proposed site lighting layout. **(LIGHTING INTENSITY – STREET LIGHTING)**

**21.** In order to screen rooftop mechanical and communications equipment from ground level of nearby streets and residential areas, rooftop mechanical equipment will be screened from view and positioned behind proposed parapet walls/sloped roof areas. There will be NO rooftop mechanical equipment provided. Any mini splits or other AC units shall be screened from view. **(SCREENING OF ROOFTOP MECHANICAL EQUIPMENT)**

**22.** An existing 24-foot curb-cut exists towards the rear property accessed from 10<sup>th</sup> Street. Waste management vehicle access will be from 10<sup>th</sup> Street adjacent to the alley, utilizing the existing curb-cut. The vehicular parking area is located at the rear of the property,

with vehicle access loading from the existing paved alley. Sidewalk pattern and material will be continuous and connect to existing sidewalks.

**(CURB CUTS WIDTH AND SPACING)**

**23.** Parking Lot landscaping around the rear parking area is designed to meet City of CDA design standards, including parking lot trees and planter areas. Two new parking lot trees are proposed within the parking lot area, and planting areas are provided along the neighboring properties, providing a landscape buffer with seasonal color and interest. Refer to the Landscape Plan for concept design. **(PARKING LOT LANDSCAPE)**

**24.** The parking area is located at the rear of the property with vehicle access loading from the existing paved alley **(LOCATION OF PARKING)**

**25.** One Grand Scale tree exists along Sherman Avenue. This tree will be retained and preserved. Refer to the Landscape Plan for concept design. **(GRAND SCALE TREES)**

**26.** The following designated street trees are provided to meet Section E: Item No. 2. DO-E District Identity Elements. One Grand Scale tree exists along Sherman Avenue. This tree will be retained and preserved. Additional new street trees are proposed along Sherman Avenue and 10<sup>th</sup> Street to highlight these special streets and intersections. Included are: 1 additional new street tree along Sherman Avenue and 3 street trees along 10<sup>th</sup> Street. The new street trees, accent trees, shrubs, planting strips and groundcovers will provide seasonal landscape color and interest. Refer to the Landscape Plan for concept design. **(IDENTITY ELEMENTS)**

**27.** A 42" high fence/partial height wall has been provided along the Sherman Avenue and 10<sup>th</sup> Street frontages to create privacy for tenants and define the commercial space entries. The design consists of an 18" tall continuous 'Board-form' concrete base and 24" tall ornamental metal fencing with pickets, allowing a more visually transparent view than an opaque view per guidelines. Any changes in height will be provided with 'stepped' transitions rather than sloped. Refer to the Site Plan and 3D rendering views for concept. **(FENCES/WALLS NEXT TO SIDEWALKS)**

**28.** Sidewalks and curbside planting strips along Sherman Avenue and 10<sup>th</sup> Street are existing. Each is provided between the street curb and sidewalk per the guidelines. The planting strips consist of one existing Grand-Scale tree, new street trees, and living ground

cover to be planted, providing seasonal landscape color and interest. Refer to the Landscape/Site Plan submitted. **(CURBSIDE PLANTING STRIPS)**

**29.** In order to retain the unique character of the neighborhood and businesses, retention of signs and new landmark signs should correspond to the location, setting and type of business per the DO-E guideline requires. The site is currently vacant. New project signage provided will fit with the style of the building corresponding to its location, setting, and proposed use. Refer to exterior rendering views. **(UNIQUE HISTORIC FEATURES)**

**30.** The DO-E guidelines require the building entry be marked by at least one element from each of the three categories. The primary commercial & pedestrian entrances will be accessed from Sherman Avenue and 10th Street. A Sidewalk is provided to each entrance.

The entry doors along Sherman Avenue are recessed (Group A-i), provided with cover above for protection from the elements (Group A-ii), clerestory windows above the entry door (Group B-i), and provided with surrounding stone veneer masonry piers (Group C-i). The entry doors along 10<sup>th</sup> Street are provided with cover above for protection from the elements (Group A-ii), clerestory windows above the entry door (Group B-i), and are provided with surrounding stone veneer masonry piers (Group C-i).

A secured secondary commercial entrance and the primary residential entry are located at the rear of the property, utilizing access from the parking area and provide privacy for the commercial-residential tenants. A sidewalk is provided to each entrance.

The entry doors along the rear of the building are recessed (Group A-i), provided with cover above for protection from the elements (Group A-ii), clerestory windows above the entry commercial door (Group B-i), a large separate residential entry door, and both rear entrances are provided with surrounding stone veneer masonry piers (Group C-i). Refer to exterior rendering views. **(ENTRANCES)**

**31.** Architectural elements at each entrance have been used to provide a clearly identifiable and defensible entry.

The required design elements provided are:

- Recesses (Group 2-a).
- Windows at sides and/or above entry doors (Group 2-g).
- Awnings and/or canopies (Group 2-h).
- Pedestrian Scale lighting shall be provided.
- Primary entrances face Sherman Avenue and 10<sup>th</sup> Street.

**(ORIENTATION TO THE STREET)**

**32.** 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: **Massing: Base/Middle/Top:** The following guidelines items have been provided to reduce the apparent bulk of the multi-story building and maintain a pedestrian scale by:

**Top:** Built up 10” deep projecting Cornice/Fascia provided at **TOP** of the proposed multi-use structure. The primary roof structure at **TOP** is a pitched roof with a slope of 6/12 and is provided with an aesthetic architectural composition shingle material.

**Middle: MIDDLE** wall areas are a material mix of vertical-metal siding, horizontal ‘Hardi-lap’ siding, and each residential unit is provided with a recessed balcony along Sherman Avenue. Each exterior elevation side provides a distinct change in material, texture, Guideline and color.

**Base:** Sherman Avenue and 10<sup>th</sup> Street sides: Building provides a distinct ‘**BASE**’ at the ground level with articulation/material utilizing faux-stone veneer masonry.

Additional distinction is provided with:

- (i): Windows
- (ii): Details
- (iii): Canopies
- (v) Overhangs

Refer to rendering views.

1: Walls within the public view are provided with several windows, recessed entries, exterior balconies and utilize several various siding treatments to break up the exterior walls along both street frontages.

2: There are NO uninterrupted walls greater than 30 feet within this project.

Refer to exterior rendering views. **(TREATMENT OF BLANK WALLS)**

**33.** New project signage, including tenant signage, will fit with the style of the building and conform with City sign standards. Signs will not project above the roof or exterior wall. Refer to exterior rendering views and the Site Plan. **(INTEGRATION OF SIGNS WITH ARCHITECTURE)**

**34.** New project signage, including tenant signage, will fit with the style of the building and conform with City sign standards. Refer to exterior rendering views and the Site Plan. **(CREATIVITY/INDIVIDUALITY OF SIGNS)**

**35.** The proposed project abuts the subject property to the west which is a multi-family project. The setback requirement is not triggered. **(SETBACKS ADJACENT TO SINGLE-FAMILY)**

**36.** Zoning Setbacks along Sherman Avenue and 10<sup>th</sup> Street from the structure are: 10 feet minimum and no more than 20 feet. The building setbacks along Sherman Avenue and 10<sup>th</sup> Street are 10', which is the minimum setback along frontages in DO-E. Covered walkway canopies are provided between tenant entrances along Sherman Avenue and 10<sup>th</sup> Street to provide a lively pedestrian-friendly sidewalk environment. These canopies extend into the front setback 5 feet and are allowed by city ordinance.

Note: Setbacks have been reviewed and discussed with Planning/Building departments for compliance **(MINIMUM/MAXIMUM SETBACKS)**

**37.** N/A. Per the infill guidelines for DO-E, the maximum horizontal dimension of a building facing a street should be no more than 100 feet. No portion of the structure is greater than the 100 feet guideline. **(BUILDING BULK AND SPACING)**

38. The primary pitch of the roof line is 8/12 seen from Sherman Avenue and 10<sup>th</sup> Street views. The west elevation provides a secondary slope of 4/12 along the adjacent multi-family residential project side. The roofline design shows variety in slope, presents a distinct profile and appearance for the building, and expresses the surrounding neighborhood character. The roof design meets the Roof Pitch standard. **(ROOF PITCH)**

## **RECOMMENDED CONDITIONS OF APPROVAL**

### **Planning:**

1. The final project design shall be substantially consistent with the plans, elevations, renderings, and other materials submitted for Item DR-4-26, except as modified by any conditions of approval.
2. The trash enclosure and gates facing 10th Street shall be constructed and finished substantially consistent with the gate detail presented to the Design Review Commission and included in the staff report.
3. Clear signage or pavement parking must be installed stating “Reserved” for the apartment parking. Signage shall be visible and easy to identify.
4. Any mini splits or other AC units shall be screened from view.

## **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-4-26, a request by Tim Wilson, Momentum Architecture on behalf of Smock Family Investments, LLC for design review approval for a mixed-use building with three (3) commercial suites on the main level and two (2) 1-bedroom apartments on the second floor located at 923 E. Sherman Avenue in the Infill Overlay District (DO-E) with the design departure for the trash enclosure. The DRC shall approve the project design and design departure 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 or if it is deemed necessary based on all the circumstances.

### **Attachments:**

Application



# APPLICANT'S APPLICATION

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## DESIGN REVIEW APPLICATION

**STAFF USE ONLY**Date Submitted: 6/19/20 Received by: TS Fee paid: \$2380 Project #: DR-426  
923 E. Sherman

### 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)

**TOTAL FEE: \$ 2,380.00**

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.

## DESIGN REVIEW APPLICATION

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 with § 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 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 posted on the property is also required and must be returned to the Planning Department.

---

## APPLICATION INFORMATION

|                                                |                 |                   |
|------------------------------------------------|-----------------|-------------------|
| PROPERTY OWNER: SMOCK FAMILY INVESTMENTS, LLC. |                 |                   |
| MAILING ADDRESS: 1000 NORTHWEST BLVD.          |                 |                   |
| [REDACTED]                                     | [REDACTED] ID   | ZIP: 83814        |
| PHONE: 208-659-4662                            | FAX: [REDACTED] | [REDACTED]        |
| APPLICANT OR CONSULTANT: MOMENTUM ARCHITECTURE |                 | [REDACTED]        |
| CITY: COEUR D'ALENE                            |                 | [REDACTED]        |
| PHONE: 208-664-4251                            | FAX: [REDACTED] | EMAIL: [REDACTED] |

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                             |                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|----------------------------------------------|
| PROPERTY LOCATION OR ADDRESS OF PROPERTY:<br>923 E. SHERMAN AVENUE                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                             |                                              |
| EXISTING CITY ZONING (CHECK ALL THAT APPLY):<br>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 type="checkbox"/> <u>C-17L</u> <input checked="" type="checkbox"/> CC <input type="checkbox"/> DC <input type="checkbox"/> LM <input type="checkbox"/> M <input type="checkbox"/> NW <input type="checkbox"/> |                                             |                                              |
| TAX PARCEL #<br>C-6795.006-007-A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | TOTAL NUMBER OF LOTS:<br>1                  | ADJACENT ZONING:<br>C-17L & R-17             |
| GROSS AREA/ACRES:<br>.19600 ACRES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | CURRENT LAND USE:<br>COMMERCIAL/RESIDENTIAL | ADJACENT LAND USE:<br>COMMERCIAL/RESIDENTIAL |
| DESCRIPTION OF PROJECT/REASON FOR REQUEST:<br>NEW MULTI-USE FACILITY WITH 3 COMMERCIAL T.I. SUITES<br>ON MAIN LEVEL AND TWO - 1 BEDROOM APARTMENTS LOCATED<br>ON 2ND FLOOR. FACILITY REPLACES EXISTING 6,800 S.F. COMMERCIAL<br>BLDG w/ 1 - 1 BDRM UNIT DUE TO TOTAL LOSS FROM FIRE.                                                                                                                                                                                                                                |                                             |                                              |

[REDACTED]

[REDACTED]

## CERTIFICATION OF APPLICANT:

I, Smock Family Investments, LLC, 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: \_\_\_\_\_

Donald R. Smock  
 (applicant)

Notary to complete this section for applicant:

Subscribed and sworn to me before this 12<sup>th</sup> day of May, 2026.

Notary Public for Idaho Residing at: Kootenai Co



My commission expires: 3/24/2029

Signed: \_\_\_\_\_

KJR  
 (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: DONALD R. Smock Telephone No.: 208 659-4662

Address: 1000 N.W. Blvd, CDA ID 83814

Signed by Owner: \_\_\_\_\_

Donald R. Smock

Notary to complete this section for all owners of record:

Subscribed and sworn to me before this 12<sup>th</sup> day of May, 2026.

Notary Public for Idaho Residing at: Kootenai Co



My commission expires: 3/24/2029

Signed: \_\_\_\_\_

KJR  
 (notary)



# **Infill Overlay Districts Review Sheet** **(17.07.900)**

REVIEWED BY:

DATE:

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                             |                                                                                                                                                                                                                                                                                                      |                   |                                     |                                                |                                                                |                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------|------------------------------------------------|----------------------------------------------------------------|----------------------------------------------|
| <b>INFILL DESIGNATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                             | <input type="checkbox"/> MO                                                                                                                                                                                                                                                                          |                   | <input type="checkbox"/> DO-N       |                                                | <input checked="" type="checkbox"/> DO-E                       |                                              |
| <b>DESIGN REVIEW REQUIRED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                             | <input checked="" type="checkbox"/> YES                                                                                                                                                                                                                                                              |                   |                                     |                                                | <input type="checkbox"/> NO                                    |                                              |
| <b>ACTIVITY PERMITTED</b><br>(All 3) (DO-E&N)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                             | <input checked="" type="checkbox"/> YES                                                                                                                                                                                                                                                              |                   |                                     |                                                | <input type="checkbox"/> NO                                    |                                              |
| <b>F.A.R. MULTIPLIER =</b><br>(bonus items must be provided)<br><br>(F.A.R.+ bonus x SF of lot)<br><b>Grand Total of SF Allowed:</b>                                                                                                                                                                                                                                                                                                                                                                                              | <b>Overlay</b>                                                              | <b>Residential</b>                                                                                                                                                                                                                                                                                   |                   | <b>Non-Residential</b>              |                                                | <b>Combined Maximum</b>                                        |                                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                             | <i>Basic</i>                                                                                                                                                                                                                                                                                         | <i>With Bonus</i> | <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                                                            |                                              |
| <b>MINOR BONUS =</b> F.A.R.<br>(0.2 each)<br><br><b>NOT NEEDED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <input type="checkbox"/> Streetscape Features                               | Seating, pedestrian lights, trees, or special paving                                                                                                                                                                                                                                                 |                   |                                     |                                                |                                                                |                                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> Common Court Yard                                  | 4% of floor area – paved & 30% landscaped                                                                                                                                                                                                                                                            |                   |                                     |                                                |                                                                |                                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> Canopy Over Public Sidewalk                        | 5' width for 75% of frontage – 8' to 10' height                                                                                                                                                                                                                                                      |                   |                                     |                                                |                                                                |                                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> Alley Enhancement                                  | Pedestrian scaled lighting, special paving, and rear entrances intended to encourage pedestrian use of the alley.                                                                                                                                                                                    |                   |                                     |                                                |                                                                |                                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> Upgraded Building Materials                        | Use of brick and stone on the building facades that face streets                                                                                                                                                                                                                                     |                   |                                     |                                                |                                                                |                                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> Preservation of Grand Scale Trees                  | 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. |                   |                                     |                                                |                                                                |                                              |
| <b>MAJOR BONUS =</b> F.A.R.<br>(0.5 each)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <input type="checkbox"/> Exterior Public Space                              | 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.                                                                   |                   |                                     |                                                |                                                                |                                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> Public Art or Water Feature                        | 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.                                                                                                                                 |                   |                                     |                                                |                                                                |                                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> Through Block Pedestrian Connection                | 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.                                                                                                 |                   |                                     |                                                |                                                                |                                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> Below Structure Parking                            | All required parking must be contained within a structure that is below grade.                                                                                                                                                                                                                       |                   |                                     |                                                |                                                                |                                              |
| <b>HEIGHT =</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                             | <input type="checkbox"/> MO (45')                                                                                                                                                                                                                                                                    |                   | <input type="checkbox"/> DO-N (45') |                                                | <input checked="" type="checkbox"/> DO-E (35' res. or 38' com) |                                              |
| <p><b>Principal Structures Near District Boundaries:</b> 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><b>Accessory Structures:</b> 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> |                                                                             |                                                                                                                                                                                                                                                                                                      |                   |                                     |                                                |                                                                |                                              |
| <b>PARKING</b><br>(see main sheet for breakdown of space requirements)<br><b>Grand Total:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                     | <input type="checkbox"/> Residential Units (see drop down for requirements) |                                                                                                                                                                                                                                                                                                      |                   |                                     | <input checked="" type="checkbox"/> Commercial |                                                                | <input checked="" type="checkbox"/> Shared   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | MO & DO-E                                                                   |                                                                                                                                                                                                                                                                                                      |                   |                                     | DO-N                                           |                                                                | 1 space per 330 SF                           |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <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) |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                             |                                                                                                                                                                                                                                                                                                      |                   |                                     |                                                |                                                                | *Different uses (20% reduction)              |
| <b>MEETS DESIGN STANDARDS</b><br>NOTE: If 3 level need "massing"<br>(Base, middle, top)                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                             | <input checked="" type="checkbox"/> YES                                                                                                                                                                                                                                                              |                   |                                     |                                                | <input type="checkbox"/> NO                                    |                                              |

**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

- SEE RESPONSES  
SEPARATE :  
↙

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# PUBLIC COMMENTS

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**From:** [barb](#)  
**To:** [CLARK, TRACI](#)  
**Subject:** Design Review Commission response  
**Date:** Thursday, August 13, 2026 1:39:43 PM

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I have several objections to the proposal before the commission for the 923 Sherman address.

1. Parking in this neighborhood is already impossible with the business across the street from 923 taking up a majority of street parking, as well as the apartment building just behind 923.
2. Traffic is already an issue with several accidents resulting in "Yield" signs on 10th & Lakeside. The business on Sherman creates a very difficult ingress onto Sherman with their big boats, trailers, & employees parking on Sherman blocking the view.
3. School busses & parents use 10th st during the school year, increasing the volume of autos & difficulty using the streets around the proposed 923 build.
4. There's a minimum number of spaces for whatever the 923 folks, both business & residential, need already. Figuring 2 for each apt. & at least 6 for the business employees, not counting customer parking.

I would support a building that was completely affordable housing which is needed so desperately here & would fit the neighborhood much better than introducing another commercial use.

It feels like being "squeezed" with the huge condos & houses being approved by the design folks.

Ask the fire dept. how hard it would be to fight a residential fire with the build out as it's currently being allowed, from street to alley with no available space between dwellings.

The 923 proposal doesn't fit the neighborhood or meet parking, driving or fire safety needs. I am hoping that the comments from neighbors like me will result in a different proposal, that preserves our neighborhoods and doesn't promote a larger parking nightmare.

Barb Crumpacker  
1015 Lakeside  
CDA

**From:** [Donna Phillips](#)  
**To:** [CLARK, TRACI](#)  
**Subject:** RE: PUBLIC NOTICE FOR DESIGN REVIEW TO BE HELD ON THURSDAY AUGUST 27, 2026, 12:00  
**Date:** Friday, August 7, 2026 9:27:35 AM  
**Attachments:** [image001.png](#)

---

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Good Morning,

The City of Hayden has no comments for this proposed project.

### **Donna Phillips, GISP**

Community Development Director

---

**From:** CLARK, TRACI <TCLARK@cdaid.org>  
**Sent:** Friday, August 7, 2026 8:50 AM  
**To:** CLARK, TRACI <TCLARK@cdaid.org>  
**Subject:** FW: PUBLIC NOTICE FOR DESIGN REVIEW TO BE HELD ON THURSDAY AUGUST 27, 2026, 12:00

greetings,

Attached is a copy of the public hearing notice for Design Review hearing to be held on

**Thursday AUGUST 27, 2026, 12:00.**

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](mailto:tclark@cdaid.org)



**From:** [Kim Stevenson](#)  
**To:** [CLARK, TRACI](#)  
**Subject:** ITEM: DR-4-26  
**Date:** Thursday, August 13, 2026 2:35:12 PM  
**Attachments:** [image001.png](#)

---

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Good Afternoon,

The Coeur d'Alene Airport has no comment regarding this item.

Thank you! 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 NOTICE FOR DESIGN REVIEW TO BE HELD ON THURSDAY AUGUST 27, 2026, 12:00  
**Date:** Monday, August 10, 2026 10:39:46 AM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[public notice DR-4-26 .pdf](#)

---

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Phillips 66 does not have any assets within the attached project vicinity.  
(Response 13455)



**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@p66.com](mailto:Leo.Martinez@p66.com)



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**From:** CLARK, TRACI <[TCLARK@cdaid.org](mailto:TCLARK@cdaid.org)>  
**Sent:** Friday, August 7, 2026 8:50 AM  
**To:** CLARK, TRACI <[TCLARK@cdaid.org](mailto:TCLARK@cdaid.org)>  
**Subject:** [EXTERNAL]FW: PUBLIC NOTICE FOR DESIGN REVIEW TO BE HELD ON THURSDAY AUGUST 27, 2026, 12:00

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[Report Suspicious](#)

greetings,

Attached is a copy of the public hearing notice for Design Review hearing to be held on

**Thursday AUGUST 27, 2026, 12:00.**

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](mailto:tclark@cdaid.org)



**From:** [Robert Beachler](#)  
**To:** [CLARK, TRACI](#)  
**Subject:** RE: PUBLIC NOTICE FOR DESIGN REVIEW TO BE HELD ON THURSDAY AUGUST 27, 2026, 12:00  
**Date:** Monday, August 10, 2026 7:47:43 AM  
**Attachments:** [image001.png](#)

---

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No Comment from the Idaho Transportation Department.

Robert Beachler  
District 1 Planning Program Manager  
Idaho Transportation Department  
600 W. Prairie Ave  
Coeur d'Alene, ID 83815  
[robert.beachler@itd.idaho.gov](mailto:robert.beachler@itd.idaho.gov)  
(208) 772-1216  
Office Hours M-TH 6-4:30

---

**From:** CLARK, TRACI <TCLARK@cdaid.org>  
**Sent:** Friday, August 7, 2026 8:50 AM  
**To:** CLARK, TRACI <TCLARK@cdaid.org>  
**Subject:** FW: PUBLIC NOTICE FOR DESIGN REVIEW TO BE HELD ON THURSDAY AUGUST 27, 2026, 12:00

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---

greetings,

Attached is a copy of the public hearing notice for Design Review hearing to be held on

**Thursday AUGUST 27, 2026, 12:00.**

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](mailto:tclark@cdaid.org)





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## COEUR D'ALENE DESIGN REVIEW COMMISSION

### FINDINGS AND ORDER

#### DR-4-26

#### INTRODUCTION

This matter came before the Design Review Commission ("DRC") on August 27, 2026, DR-4-26, a request for a meeting with the Design Review Commission for design approval of a mixed-use building with three (3) commercial suites on the main level and two (2) 1-bedroom apartments located on the second floor with a proposed building square footage of 6,156. The property is zoned Limited Commercial (C-17L) and within the Downtown Overlay – Eastside (DO-E) Infill District.

APPLICANT: Tim Wilson, Momentum Architecture

PROPERTY OWNER: Smock Family Investments, LLC

LOCATION: 923 E. Sherman Avenue, Coeur d'Alene, ID, 83814

#### A. FINDINGS OF FACT

**The DRC finds that the following facts, A1 through A38, 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 property is located at 923 E. Sherman Avenue with frontage on both Sherman Avenue and 10th Street legally described as Obriens 1<sup>st</sup> ADD to CDA, Lot 7, E2 LT 8 & E 18 Ft of N 36 Ft of W2 of Lt 8 Blk 6, records of Kootenai County, Idaho.
2. The property is subject to the Infill Overlay District (DO-E) Design Standards and 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 completed a project review meeting on June 2, 2026 as required by M.C. § 17.09.325(B).
5. The applicant has completed an initial meeting with staff on June 18, 2026, as required by M.C. § 17.09.325(D).
6. The applicant is seeking design review approval from the DRC at a meeting on August 27, 2026.
7. Seventy eight (78) public hearing notices were mailed to all property owners of record within three hundred feet (300') of the subject property on August 7, 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 August 8, 2026, which fulfills the legal requirement for the Design Review as provided by M.C. § 17.09.315(A).
9. The subject property was posted with the public hearing notice on August 11, 2026, which fulfills the proper legal requirement as provided by M.C. § 17.09.315(A).
10. Public testimony will be received by the DRC at a public hearing on August 27, 2026.

11. The existing zoning is in the Infill Overlay East (DO-E) District with the underlying zoning as C-17L (Limited Commercial) as shown by the City's zoning map.
12. The subject property is 8,538 square feet or 0.196-acre as shown by the applicant and verified by GIS.
13. The building square footage would be 6,156 square feet. (5,342 SF less common area.)
14. The project is below the allowable floor area ratio (FAR) as provided in M.C. § 17.05.685(A). The maximum allowed FAR in the DO-E zoning district is 1.6. The project shows a FAR of 0.63 based on a lot size of 8,538 square feet and a building square footage of 6,156 square feet. The applicant has not requested development bonuses. The project qualifies for a total allowable FAR of 0.8 (with a base of 0.5 using a combination of commercial and residential F.A.R.)
15. The proposed project would be 2 stories and 35-feet tall (*with a commercial zone*) which is below the maximum allowable of 38' in the Infill Overlay District (DO-E) pursuant to M.C. § 17.05.690(A). (BUILDING HEIGHT)
16. M.C. §17.05.725(A)(3) requires 1.0 parking stall per one bedroom unit and 1 space for each 330 square feet of net floor area in the DO-E Infill Overlay District. There are two (1) one bedroom units requiring (2) two parking spaces and eight parking spaces (8) for the commercial use. A reduction in parking was approved by the Community Planning Director for the provision of bicycle accommodations and shared parking, bringing the number of parking spaces down from 10 to eight. The project provides surface parking to the rear of the building with alley access.  
**(PARKING COUNT & LOCATION)**

17. A landscape plan has been provided depicting the proposed landscaping along Sherman Avenue and 10th Street to meet the City of CDA landscape design standards. The landscaping includes new street trees, shrubs, and ground covers that will provide seasonal color and interest. One existing Grand Scale tree along Sherman Avenue will be preserved. Refer to the Landscape Plan for concept design.

**(GENERAL LANDSCAPING)**

18. The parking area is located at the rear of the property with vehicle access loading from the existing paved alley. The parking area is provided with a continuous landscape screen utilizing Section 1, Type A: plantings and ground cover. A 5-foot-tall concrete masonry dumpster enclosure is provided along the 10<sup>th</sup> Street side of the parking area, maintaining a continuous buffer. Refer to the Civil Site and Landscape Plan for concept design.

**(SCREENING OF PARKING LOTS)**

19. An enclosed trash enclosure is provided and located toward the rear of the property along 10th Street near the alley. Waste-management vehicle access will be at the existing concrete curb approach along 10<sup>th</sup> Street and is adjacent to the alley. The dumpster will be screened from all sides and constructed of 3 sides of CMU Block with stone veneer to match the building's facade, along with a screened entry gate. A **DEVIATION** to the guideline is requested for a trash enclosure to be placed along the public right-of-way. The site and parking area are very cramped. The applicant is maximizing the space for the trash enclosure by having it face 10<sup>th</sup> Street and making use of an existing approach on 10<sup>th</sup> Street. This was a former vehicle approach that would now be solely dedicated to the trash enclosure. This location allows an additional parking stall in the parking area. The Planning Director has recommended approval of the design departure request. The Design Review Commission has the final authority to approve the design departure. The waste management service company has reviewed and provided a favorable response to its location as presented. Refer to the Civil Site and Landscape Plan for the proposed location. Staff has added a condition for the design of the trash enclosure. **(SCREENING OF TRASH/ SERVICE AREAS)**

20. In order to conserve energy, prevent glare and reduce light pollution, site and exterior light fixtures will be designed to meet the General Requirements of the Design Guidelines. Site and Exterior light fixtures will be designed to meet the General Requirements of the Design Guidelines. Fixtures will be shielded to prevent light trespassing outside the property boundaries. All site lighting fixtures will be downward facing and provided with shields. NO flashing lights nor up-lighting will be used. Low light fixtures will be used along the exterior patio areas to create a friendly pedestrian experience and help define the commercial tenant entry points. Refer to site lighting diagram for proposed site lighting layout. **(LIGHTING INTENSITY – STREET LIGHTING)**

21. In order to screen rooftop mechanical and communications equipment from ground level of nearby streets and residential areas, rooftop mechanical equipment will be screened from view and positioned behind proposed parapet walls/sloped roof areas. There will be NO rooftop mechanical equipment provided. Any mini splits or other AC units shall be screened from view. **(SCREENING OF ROOFTOP MECHANICAL EQUIPMENT)**

22. An existing 24-foot curb-cut exists towards the rear property accessed from 10<sup>th</sup> Street. Waste management vehicle access will be from 10<sup>th</sup> Street adjacent to the alley, utilizing the existing curb-cut. The vehicular parking area is located at the rear of the property, with vehicle access loading from the existing paved alley. Sidewalk pattern and material will be continuous and connect to existing sidewalks.

**(CURB CUTS WIDTH AND SPACING)**

23. Parking Lot landscaping around the rear parking area is designed to meet City of CDA design standards, including parking lot trees and planter areas. Two new parking lot trees are proposed within the parking lot area, and planting areas are provided along the neighboring properties, providing a landscape buffer with seasonal color and interest. Refer to the Landscape Plan for concept design. **(PARKING LOT LANDSCAPE)**

24. The parking area is located at the rear of the property with vehicle access loading from the existing paved alley **(LOCATION OF PARKING)**

25. One Grand Scale tree exists along Sherman Avenue. This tree will be retained and preserved. Refer to the Landscape Plan for concept design. **(GRAND SCALE TREES)**

26. The following designated street trees are provided to meet Section E: Item No. 2. DO-E District Identity Elements. One Grand Scale tree exists along Sherman Avenue. This tree will be retained and preserved. Additional new street trees are proposed along Sherman Avenue and 10<sup>th</sup> Street to highlight these special streets and intersections. Included are: 1 additional new street tree along Sherman Avenue and 3 street trees along 10<sup>th</sup> Street. The new street trees, accent trees, shrubs, planting strips and groundcovers will provide seasonal landscape color and interest. Refer to the Landscape Plan for concept design.

**(IDENTITY ELEMENTS)**

27. A 42" high fence/partial height wall has been provided along the Sherman Avenue and 10th Street frontages to create privacy for tenants and define the commercial space entries. The design consists of an 18" tall continuous 'Board-form' concrete base and 24" tall ornamental metal fencing

with pickets, allowing a more visually transparent view than an opaque view per guidelines. Any changes in height will be provided with 'stepped' transitions rather than sloped. Refer to the Site Plan and 3D rendering views for concept. **(FENCES/WALLS NEXT TO SIDEWALKS)**

28. Sidewalks and curbside planting strips along Sherman Avenue and 10<sup>th</sup> Street are existing. Each is provided between the street curb and sidewalk per the guidelines. The planting strips consist of one existing Grand-Scale tree, new street trees, and living ground cover to be planted, providing seasonal landscape color and interest. Refer to the Landscape/Site Plan submitted. **(CURBSIDE PLANTING STRIPS)**

29. In order to retain the unique character of the neighborhood and businesses, retention of signs and new landmark signs should correspond to the location, setting and type of business per the DO-E guideline requires. The site is currently vacant. New project signage provided will fit with the style of the building corresponding to its location, setting, and proposed use. Refer to exterior rendering views. **(UNIQUE HISTORIC FEATURES)**

30. The DO-E guidelines require the building entry be marked by at least one element from each of the three categories. The primary commercial & pedestrian entrances will be accessed from Sherman Avenue and 10<sup>th</sup> Street. A Sidewalk is provided to each entrance.

The entry doors along Sherman Avenue are recessed (Group A-i), provided with cover above for protection from the elements (Group A-ii), clerestory windows above the entry door (Group B-i), and provided with surrounding stone veneer masonry piers (Group C-i).

The entry doors along 10<sup>th</sup> Street are provided with cover above for protection from the elements (Group A-ii), clerestory windows above the entry door (Group B-i), and are provided with surrounding stone veneer masonry piers (Group C-i).

A secured secondary commercial entrance and the primary residential entry are located at the rear of the property, utilizing access from the parking area and provide privacy for the commercial-residential tenants. A sidewalk is provided to each entrance.

The entry doors along the rear of the building are recessed (Group A-i), provided with cover above for protection from the elements (Group A-ii), clerestory windows above the entry commercial door (Group B-i), a large separate residential entry door, and both rear entrances are provided with surrounding stone veneer masonry piers (Group C-i). Refer to exterior rendering views. **(ENTRANCES)**

31. Architectural elements at each entrance have been used to provide a clearly identifiable and defensible entry.

The required design elements provided are:

- Recesses (Group 2-a).
- Windows at sides and/or above entry doors (Group 2-g).
- Awnings and/or canopies (Group 2-h).
- Pedestrian Scale lighting shall be provided.
- Primary entrances face Sherman Avenue and 10<sup>th</sup> Street.

**(ORIENTATION TO THE STREET)**

32. 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: **Massing: Base/Middle/Top:** The following guidelines items have been provided to reduce the apparent bulk of the multi-story building and maintain a pedestrian scale by:

**Top:** Built up 10" deep projecting Cornice/Fascia provided at **TOP** of the proposed multi-use structure. The primary roof structure at **TOP** is a pitched roof with a slope of 6/12 and is provided with an aesthetic architectural composition shingle material.

**Middle:** **MIDDLE** wall areas are a material mix of vertical-metal siding, horizontal 'Hardi-lap' siding, and each residential unit is provided with a recessed balcony along Sherman Avenue. Each exterior elevation side provides a distinct change in material, texture, Guideline and color.

**Base:** Sherman Avenue and 10<sup>th</sup> Street sides: Building provides a distinct '**BASE**' at the ground level with articulation/material utilizing faux-stone veneer masonry.

Additional distinction is provided with:

- (i): Windows
- (ii): Details
- (iii): Canopies
- (v) Overhangs

Refer to rendering views.

1: Walls within the public view are provided with several windows, recessed entries, exterior balconies and utilize several various siding treatments to break up the exterior walls along both street frontages.

2: There are NO uninterrupted walls greater than 30 feet within this project.

Refer to exterior rendering views. (**TREATMENT OF BLANK WALLS**)

**33.** New project signage, including tenant signage, will fit with the style of the building and conform with City sign standards. Signs will not project above the roof or exterior wall. Refer to exterior rendering views and the Site Plan. (**INTEGRATION OF SIGNS WITH ARCHITECTURE**)

**34.** New project signage, including tenant signage, will fit with the style of the building and conform with City sign standards. Refer to exterior rendering views and the Site Plan.

(**CREATIVITY/INDIVIDUALITY OF SIGNS**)

**35.** The proposed project abuts the subject property to the west which is a multi-family project. The setback requirement is not triggered. (**SETBACKS ADJACENT TO SINGLE-FAMILY**)

**36.** Zoning Setbacks along Sherman Avenue and 10<sup>th</sup> Street from the structure are: 10 feet minimum and no more than 20 feet. The building setbacks along Sherman Avenue and 10<sup>th</sup> Street are 10', which is the minimum setback along frontages in DO-E. Covered walkway canopies are provided between tenant entrances along Sherman Avenue and 10<sup>th</sup> Street to provide a lively pedestrian-friendly sidewalk environment. These canopies extend into the front setback 5 feet and are allowed by city ordinance.

Note: Setbacks have been reviewed and discussed with Planning/Building departments for compliance (**MINIMUM/MAXIMUM SETBACKS**)

**37.** N/A. Per the infill guidelines for DO-E, the maximum horizontal dimension of a building facing a street should be no more than 100 feet. No portion of the structure is greater than the 100 feet guideline. (**BUILDING BULK AND SPACING**)

38. The primary pitch of the roof line is 8/12 seen from Sherman Avenue and 10<sup>th</sup> Street views. The west elevation provides a secondary slope of 4/12 along the adjacent multi-family residential project side. The roofline design shows variety in slope, presents a distinct profile and appearance for the building, and expresses the surrounding neighborhood character. The roof design meets the Roof Pitch standard. **(ROOF PITCH)**

*(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 Downtown Overlay - Eastside (DO-E) Design Guidelines & Standards.

- 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
- Massing: Top/Middle/Base
- Treatment of Blank Walls
- Integration of Signs with Architecture
- Creative/Individuality of Signs
- Setbacks Adjacent to Single Family
- Building Bulk and Spacing

## **C. DECISION**

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 DRC, pursuant to the foregoing Findings of Fact and Conclusions of Law, has determined that Tim Wilson on behalf of Smock Family Investments, LLC requesting design approval of the mixed-use building with three commercial suites on the main level and two one-bedroom apartments on the second floor located at 923 E. Sherman Avenue **[should be granted design review approval today with the following conditions] [direct the applicant to bring back the following modifications to the project design and require a second meeting]**.

**Conditions:**

1. The final project design shall be substantially consistent with the plans, elevations, renderings, and other materials submitted for Item DR-4-26, except as modified by any conditions of approval.
2. The trash enclosure and gates facing 10th Street shall be constructed and finished substantially consistent with the gate detail presented to the Design Review Commission and included in the staff report.
3. Clear signage or pavement parking must be installed stating "Reserved" for the apartment parking. Signage shall be visible and easy to identify.
4. Any mini splits or other AC units shall be screened from view.

***(The commission may add additional conditions to ensure project compliance with the applicable 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.

**ROLL CALL**

|                      |       |           |
|----------------------|-------|-----------|
| Commissioner Jester  | Voted | (AYE/NAY) |
| Commissioner Ingalls | Voted | (AYE/NAY) |
| Commissioner Pereira | Voted | (AYE/NAY) |
| Chairman Messina     | Voted | (AYE/NAY) |
| Commissioner Lundy   | Voted | (AYE/NAY) |
| Commissioner Keller  | Voted | (AYE/NAY) |
| Commissioner Smith   | Voted | (AYE/NAY) |

Motion to approve carried by a to vote.