

*Whitefish Mountain Resort  
Design Review Guidelines*

*March 2022*



## *From the Design Review Board*

*The goal of this document is twofold. First is to provide property owners (and their architects and builders) with a design and construction guide that will facilitate the discussion, review, and approval process, and make it a pleasant experience. The second goal is to continue to enhance the residential and village neighborhoods with high quality construction.*

*Elements of these Design Review Guidelines have changed. If you have been through the design review process in the past, do not assume things are the same. **Design requirements have been modified**, as well as the process for review.*

*We cannot stress enough that all potential owners and builders should read through this document in advance of starting any design and construction project.*

*Best regards.*

# *Table of Contents*

Chapter 1 – Introduction.....	6
Chapter 2 - Definitions .....	8
Chapter 3 - Architectural Guidelines.....	11
Architectural Lighting.....	11
Building Forms.....	12
Building Materials and Construction Techniques .....	13
Colors .....	14
Textures.....	14
Roofs .....	14
Building Height .....	15
.....	16
Skylights and Solar Panels .....	16
Dormers.....	16
Chimneys and Cupolas .....	16
Fireplaces .....	17
Fire Pits and Outdoor Fireplaces .....	17
Porches and Arcades .....	18
Walls.....	18
Windows and Doors .....	19
Railings .....	20
Ancillary Buildings .....	20
Gutters and Downspouts .....	20
Chapter 4 – Additional Architectural Guidelines Zoning District BMRR (Big Mountain Resort Residential) .....	21
Building and Access Envelopes .....	21
Roads and Driveways .....	21
Building Mass .....	22
Building Height .....	22
Ancillary Buildings .....	22
Fences and Privacy Screens.....	23
Building Materials and Construction Techniques .....	23
Chapter 5 – Additional Architectural Guidelines Zoning District BMV (Big Mountain Village) .....	25
Setback/Building Envelope.....	25
Signs .....	25
Transportation and Circulation .....	25
Site Grading and Drainage .....	26
Fences and Privacy Screens.....	26

Landscaping.....	26
Building Height.....	27
Building Scale.....	27
Building Mass.....	27
Front Facade.....	27
Side and Rear Facades.....	28
Access and Entrances.....	28
Storefront Design.....	29
Windows.....	29
Roof Design.....	29
Canopies and Awnings.....	30
Architectural Features.....	30
Exterior Materials.....	31
Decks, Balconies, and Terraces.....	31
Chapter 6 - Site Development & Landscape Guidelines.....	33
Building and Access Envelopes.....	33
Defensible Space.....	34
Grading.....	35
Retaining Walls.....	35
.....	36
Drainage Systems.....	36
Drainage Structures.....	36
Roads and Driveways.....	37
Exterior Service Areas/Satellite Dishes.....	37
Site Utilities.....	38
Snow Management and Snowmelt.....	38
Identification Signs.....	38
Site Lighting.....	39
Combining Lots.....	40
Chapter 7 – Landscape Guidelines.....	41
Revegetation of Disturbed Soils.....	41
Plant Material and Installation/Maintenance.....	41
Tree Removal and Selective Thinning.....	42
Irrigation.....	43
Paths, Outdoor Stairs and Terraces.....	43
Fences.....	44
Stone.....	44
Chapter 8 - Energy and Resource Conservation.....	45
Glazing.....	45
Wood Products.....	46
Metal Products.....	46
Concrete and Insulation.....	46

Plumbing Systems .....	47
Solar Orientation .....	47
Passive Solar Systems .....	47
Daylighting .....	48
Electric Lighting .....	48
Passive Cooling Strategies .....	49
Appendix A – Summary of the Design Review Process.....	50
Appendix B - Three Types of Design Meetings & Fees.....	51
Appendix C – Design Review Process.....	52
Appendix D – Application for Single Family/Townhome Residential (new or remodel) .....	59
Section 1 - Submittal Requirements Procedure Summary .....	59
Section 2 - Project Information .....	61
Section 3 - Project Data.....	63
Section 4 - List of Materials.....	63
Section 5 - Landscape Plan.....	64
Appendix E - Summary Checklist by DRB and Applicant (New Construction / Remodel).....	67
Appendix F - Construction Regulations.....	70
Building Permits .....	70
Excavation and Grading .....	70
Hours of Construction .....	70
Noise .....	70
Protection of Property .....	70
Temporary Structures .....	71
Tree Removal .....	71
Water Connections and Toilets.....	71
Inspections .....	71
Start Requirements .....	72
Erosion and Sediment Control .....	72
Construction Signs.....	72
On-site Burning .....	72
Appendix G - Construction Compliance and Deposit Regulations.....	73
Section 1 - Purpose .....	73
Section 2 - Definitions .....	73
Section 3 - Construction Process, Approvals and Inspections .....	73
Section 4 - Compliance Deposit .....	76
Section 5 - Construction Requirements .....	78
Section 6 - Enforcement.....	80
Section 7 - Appeals of Fines .....	81
Appendix H - Tree Removal Procedures .....	82

Neighborhood Plant List.....83

Appendix I - Minor Remodel Residential Application ..... 85

    Section 1 - Project Information .....85

    Section 2 - Submittal Requirements .....86

Appendix J – Big Mountain Sewer District Regulations and Application ..... 87

    Section 1 – Regulations of the Big Mountain District .....89

    Section 2 - Application for Big Mountain Sewer Connection Approval .....92

Appendix K – Big Mountain Water Company Regulations and Application ..... 94

Appendix L - Design Bibliography..... 98

# Chapter 1 – Introduction

Unlike most other American ski and summer resorts, the town of Whitefish existed and thrived prior to the introduction of skiing. Through careful planning and controlled growth, the City of Whitefish, Whitefish Mountain Resort and the Flathead Valley as a whole, have retained their historic characters while supplementing the appeal of the original town with world class skiing, year-round recreational activities, convenient air access and a stable investment environment.

Whitefish Mountain Resort is a unique property within the Flathead Valley blessed not only with a spectacular natural setting, but also with direct access to skiing, a high level of privacy and exclusivity and convenient proximity to Kalispell and Whitefish.

## Purpose of the Guidelines

People come to the mountains and Montana to escape the pressure, pace and congestion of the city and to fulfill a dream about returning to the land in search of a simpler and quieter time. The recognition of these desires is central to the goals of these Guidelines: namely that all new construction at Whitefish Mountain Resort should fit comfortably within its natural setting; have minimal visual impact; be domestic in scale; and be constructed with materials and colors drawn from the immediate, natural context.

Beyond the general goals articulated above it is the purpose of these Guidelines to direct development in ways that enhance the attractiveness of Whitefish Mountain Resort as an active, diverse, year-round community. One where property owners will be assured of the lasting quality of the community within which they live.



*The Ahwahnee Hotel, Yosemite National Park, 1939, Gilbert Stanley Underwood*



*Old Faithful Inn, Yellowstone National Park*

## **Intent and Requirements**

These Guidelines include statements of intent as well as requirements. Statements of intent describe features and qualities which are deemed to be desirable, but are generally unquantifiable. Intent statements are located at the beginning of each section of this document. Requirements describe features and qualities, which are mandated and are measurable. These form the bulk of this document.

This document may be amended from time to time by the Design Review Board (DRB). It is the responsibility of all Owners to be sure that they have current guidelines and have carefully reviewed all applicable sections of the Second Amended and Restated General Declaration and any other relevant Covenants, Conditions, and Restrictions document (CC&Rs) for Whitefish Mountain Resort or the applicable Homeowner's Association.



## Chapter 2 - Definitions

Development at Whitefish Mountain Resort is guided by the Big Mountain Neighborhood Plan (“NP”) revised in April 2006, which was a cooperative effort between the Whitefish Mountain Resort and City of Whitefish. Unless the context otherwise specifies or requires, use of the following words or phrases within these Design Guidelines shall have the meanings defined below:

### **Access Envelope**

Designated areas on the *final plat* or restrictive covenant, which may encompass *Building Envelopes* are defined herein. Driveways, grading, landscaping and retaining walls are allowed activities and uses in the *Access Envelope*.

### **Applicant**

An *Owner* of property at Whitefish Mountain Resort or an *Owner’s* representative who seeks approval from the *Design Review Board* to undertake any work regulated by this document.

### **Architect**

A licensed Architect.

### **Whitefish Mountain Resort Final Plat**

The Subdivision Plat document showing easements, lot lines, *Access Envelopes* and *Building Envelopes* as recorded from time to time in the Flathead County records.

### **Builder**

A person or entity engaged by an *Owner* for the purpose of constructing any improvement within the Whitefish Mountain Resort development. The *Builder* and *Owner* may be the same person or entity.

### **Building**

See definition for *Structure*.

### **Building Envelope**

The portion of a site, designated on the final plat or restrictive covenant, within which approved *buildings*, *structures*, pools, terraces and patios may be constructed.

Driveways, grading, landscaping and retaining walls may also take place within the *Building Envelope*. The *Building Envelope* is contained within the property lines. *Building Envelopes may be specific to a certain subdivisions, but not necessarily all.*

### **Building Height**

Building height as defined herein, measured and regulated by methodology and terms also described herein.

### **City**

*City*, when capitalized and italicized shall mean shall mean the City of Whitefish,

Montana.

### **Compliance Deposit**

The deposit that the *Owner* of the lot is required to deliver to the Whitefish Mountain Resort *Design Review Board* prior to commencing construction activity.

### **Construction Site**

A site upon which *construction activity* takes place, within property lines.

### **Construction Activity**

Any site disturbance, construction, addition or alteration of any building, landscaping, or any other improvement (e.g. pool, patio) on any *construction site*.

### **Construction Vehicle**

Any car, truck, tractor, trailer or other vehicle used to perform any part of a construction activity or to transport equipment, supplies or workers to or from a *construction site*.

### **County**

*County*, when capitalized and italicized shall mean Flathead County in the State of Montana.

### **Design Guidelines and Regulations**

The review procedures, restrictions, and regulations adopted and enforced by the *Design Review Board* as set forth in this document and as amended from time to time by the *Design Review Board*.

### **Design Review Board (DRB)**

The committee appointed by the *Declarant* or the *Association* as described in the *Covenants, Conditions, and Restrictions* (CC&Rs) as the "*Design Review Board*." The *DRB* shall review and either approve or disapprove proposals and/or plans and specifications for all *construction activity* within Whitefish Mountain Resort.

### **Development Site**

Any of the 18 Northern Lights lots, the 71 Sunrise Ridge lots, the 56 Wood Run lots, the 53 Moose Run lots, the 35 Northern Lights West lots, the Glades lots, and/or any other property developed in the future that is bound by the Second Restated Declaration and whose *Final Plat* is recorded in the records of Flathead County.

### **Excavation**

Any disturbance of the surface of the land (except to the extent reasonably necessary for planting of approved vegetation or soil testing), including any trenching which results in the removal of earth, rock, or other substance or any grading of the surface.

### **Fill**

Any addition of earth, rock, or other materials to the surface of the land, which increases the existing elevation of such surface.

## **Final Plat**

The Subdivision Plat document showing easements, lot lines, *Access Envelopes* and *Building Envelopes* as recorded from time to time in Flathead County records.

## **Gross Floor Area**

Total enclosed space or area which includes garages, but excludes covered decks and screened-in porches.

## **Improvement**

Any changes, alterations, or additions to a property including any excavation, fill, structures, buildings, outbuildings, roads, driveways, parking areas, walls, retaining walls, stairs, patios, courtyards, landscape plantings, fences and signs. Any changes or alterations to a property as defined in Flathead County Planning and Zoning Regulations.

## **Minimum Square Footage**

All residences constructed on any of the Lots shall contain a minimum of 1,700 square feet of heated and cooled living space.

## **Owner**

The record holder, other than the Declarant, of legal title to either fee simple or condominium interest in property at Whitefish Mountain Resort. The owner may act through an agent provided that such agent is authorized in writing to act in such capacity.

## **Residence**

The *building* or *buildings*, including any garage or accessory building, used for residential purposes, constructed on a *home site*, and any improvements constructed in connection therewith. Single family homesites may contain a single structure designated as a dwelling with heated and cooled living space. The dwelling structure may include attached guest or caretaker facilities.

## **Structure**

A structure is that which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner. (Uniform Building Code or other such version - as amended - currently in effect and use in Flathead County). A structure as defined in by Flathead County. Single Family Structure shall mean a detached building which contains one Living Unit.

## Chapter 3 - Architectural Guidelines

It is understood that this section of the *Design Guidelines* document applies to all buildings designed for and constructed on Development Sites. Additional guidelines for structures in the BMRR zoning district (residential subdivisions) are found in Chapter 4 of this document and in Chapter 5 for structures in the BMV zoning district (village area). These Guidelines are intended to direct the establishment and maintenance of a unique and appropriate architectural character for development at Whitefish Mountain Resort.

Buildings and structures should be designed with a focus on how they relate to the land, step with natural grades, and harmonize with the character of the surrounding landscape. Buildings should use locally found materials and exterior paint colors selected to match the surrounding geology and flora, and should be built with the intention of lasting for generations.



*A home designed with natural materials, traditional details to blend into a mountain environment.*

Physical change and evolution of the buildings at Whitefish Mountain Resort is neither prohibited nor discouraged, but must take place in a manner which is judged by the *DRB* to be consistent with the architectural character of Whitefish Mountain Resort.

### Architectural Lighting

The Montana night sky is incomparable for viewing and creates a special memory of the place for residents and visitors. This view can be affected, however, by excessive light from streetlights, parking area, security lights and decorative lighting. In order to protect the night sky, Whitefish Mountain Resort lighting standards focus on limiting the kind and quantity of light from these sources. Careful attention to the selection of luminaires, which are shielded or low glare to minimize ambient light, is essential to preserving night views and minimizing light trespass. This section provides guidelines for architectural lighting, or lighting that is attached or focused on a building exterior.

All architectural lighting at Whitefish Mountain Resort must be carefully designed to light only the area needed for reasonable levels of safety and security. Seek to eliminate as much outdoor lighting as possible. Clear night sky conditions often provide ample

light for many tasks. Use only enough lighting for the task at hand and avoid the tendency to over light, which tends to make adjacent unlit areas seem even darker.

The following guidelines apply for architectural lighting:

- Luminaire housings are to be finished to blend with other materials on the home. High-gloss finishes that increase the reflectivity of the luminaire housing are not allowed.
- Visible luminaire housings are to be located where they do not obscure building architectural elements.
- Luminaire housings can be recessed, flush mounted or projected from the building wall.
- Mounting heights of fixtures are to be no higher than required to accomplish the desired objective. For example, fixtures to light a doorway should be located just above the door height, with the spread of the light beam limited to the width of the door threshold.
- An excessive number of luminaires, or excess light levels and glare, will not be allowed. The luminaire light source is to be shielded.
- Use timing mechanisms to shut off lights when they are not needed. Electric power technologies such as solar photovoltaic or fuel cells are encouraged.
- Specify "full cut-off" lighting luminaries that do not allow any up lighting.
- Focus all light downward. All direct light should shine a minimum of 20 degrees below a horizontal plane and never above the horizontal plane.
- Focus light downward for lighting identification signs and entries.
- Specify white light that has the highest efficacy (lumens per watt) for nighttime vision. White light lamp types include metal halide, compact fluorescent and inductive lamps. LED is acceptable. Mercury vapor lighting is prohibited. Although common, low efficacy and full cut-off luminaires are difficult to find.
- Colored light beyond the range of white to yellow is not allowed. (Decorative Christmas lighting is acceptable.)
- Do not design reflective surfaces below lighting that will bounce light back up toward the sky.

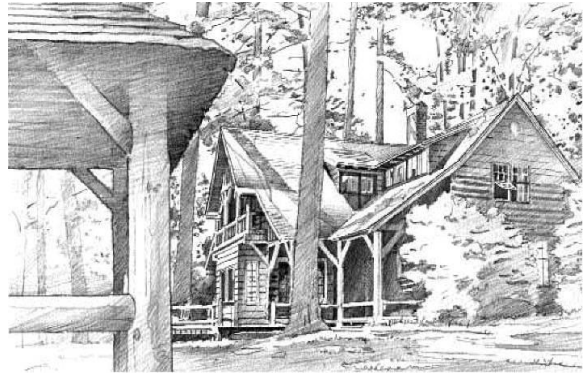
## **Building Forms**

Specific architectural manifestations of the design philosophy outlined above will include the following:

- Asymmetrical and additive building forms will be favored over symmetrical and unified forms.
- Buildings will be favored which fit into as opposed to sit on the landscape. The line between building and site should be blurred so that the building appears to grow out of its site.
- Roof forms, which include slopes, gable ends, dormers, and sheds are encouraged.

Portions of the roof can be flat, if it suits the overall roof composition. Ideally, roofs are simply-designed so as to minimize maintenance issues in a harsh winter environment, yet aesthetically pleasing in their massing and overall composition.

- Building massing should be varied and pleasant, stepping gradually to appeal to the human scale. Varied building forms, with setbacks, overhangs, porches and varied skylines are preferred over stark monolithic forms. Tall, blank uniform walls are discouraged in favor of varied walls with movement and interest.
- No building exterior should merely be decorated for the sake of ‘interest’, but projects should be designed to have inherent interest in their overall materiality and massing composition, as a unique expression of the functions appearing inside the building. Walls, roofs, and windows should be compositionally attractive, ideally made up of thoughtful material elements that visually blend into the natural environment of the Flathead Valley.



*Timberline Lodge, Gilbert Stanley Underwood. Complex roof forms & exposed timber details.*

## **Building Materials and Construction Techniques**

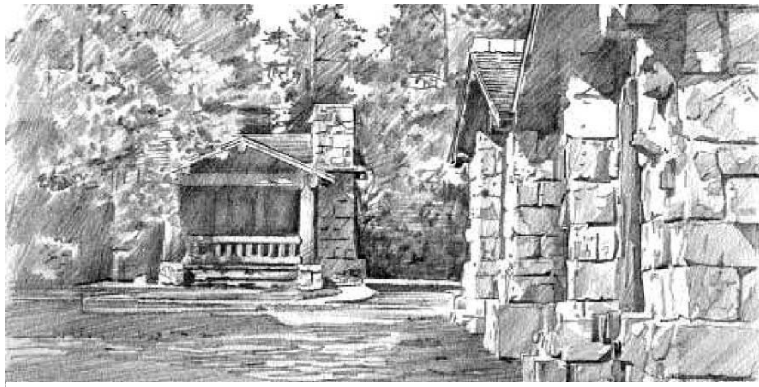
The palette of materials, colors and textures used in the construction of the exterior of a building must be local in nature, picking up on and reinforcing the palette of materials, colors and textures found on and around the site.

Materials and construction techniques are to be high quality, durable and proven in similar mountain applications, particularly in regards to the management of snow and ice.

Materially, the general desire is to use a combination of natural materials in a unique and visually pleasing way. Exterior walls should be designed primarily with varying combinations of wood and stone materials. Materials such as natural metals and warm naturally-colored board-formed concrete are acceptable as accent materials where appropriate. The use of industrial building materials, such as exposed raw concrete or raw steel, on the exterior of buildings is to be minimized and covered to the degree possible. Metals used for accents in lighting, window framing, railings, hardware, and so on should be uniform and harmonize with the overall composition of the home.

The use of aluminum or vinyl siding or of exterior insulation finish systems (E.I.F.S.) is strictly prohibited. The use of Hardiboard or similar painted cement board siding is discouraged and should be minimized. The use of limited areas of water struck or sand

struck brick is permitted as long as it supports the overall successful home aesthetic.



*Vernacular stone and log framing enhance continuity and character.*

For roofing, the use of wood shingles or shakes, unglazed clay or concrete flat tile or high-quality asphalt shingles is permitted on pitched roofs; metal roofing is acceptable and encouraged as an accent roofing material, as long as it is a natural color, and non-reflective. Strong preference for metal roofs should be given to pitches of 2:12 or 3:12. All materials must comply with the Department of Natural Resources and Conservation Guidelines. The use of glazed tile, asphaltic rolled roofing, EPDM or other membrane roofs, and reflective metal is not allowed on pitched roofs.

## **Colors**

Colors of buildings are to be selected to blend with colors found in the forests, meadows and earth found on the site itself. Opaque stains will be permitted but transparent stains are preferred. All proposed exterior building colors must be submitted for DRB review on the proposed substrate material.

In general tertiary colors are preferred over primary or secondary colors.

## **Textures**

Varied textures are to be incorporated throughout a structure, in both materials and in the form and detailing of the building. Materials may be rough or smooth, as long as they represent a texture appropriate to the greater visual balance of the building overall, and have an appearance closer to their natural state rather than a manufactured state.

## **Roofs**

Pitched roofs will be favored over flat roofs. Flat roofs will be considered on a case-by-case basis, and are generally acceptable as a means to add a 'break' in a roofline, creating variety where needed. Roofs are to be gabled, clipped gable or hipped forms with slopes

generally falling between 4:12 and 12:12. Low slope and flat roofs will be given individual consideration based on appropriate materials for the climate. Strong preference for non-reflective metal roofs should be given to pitches of 2:12 or 3:12. Long roof overhangs are to be incorporated, especially where shading of windows or protection of entrances are necessary. Roof structures that express the underlying structure are preferred; however, simple, clean, extended rooflines evoke a sense of elegance and structural “curiosity” are also acceptable, as long as it supports the overall design composition of the home.

Trusses, braces, brackets, overhangs and repetitive column spacings may be used where they are needed to add rhythm and human scale, while expressing the honesty of the structure.



*Rustic details and large overhangs*

Roof edges at eaves and rakes which are open, exposing structural elements are an acceptable traditional approach to detailing; however, cleanly-detailed and well-designed roof edges that frame in the structure are also acceptable, if the detail is supported by the overall aesthetic of the home. Roof colors are to be weathered greens, grays, or browns, selected and textured to blend the building into the landscape colors of its site.

Protection of pedestrians, walkways and driveways from snow shedding is to be handled by building gable ends, porches and/or balconies over entrances and/or traditional snow retention devices.

## **Building Height**

The maximum allowable heights are defined in the county zoning ordinances for BMV (Big Mountain Village) and BMRR (Whitefish Mountain Resort Residential) and also in those specific sections of these guidelines. Each has a different maximum restriction. The building height shall be calculated as the vertical distance from the proposed finish grade measured at the front and the back of the building to the highest eave line.



The DRB measures height as follows: (See diagram.)

The allowable height for buildings in the BMRR is 28 feet as measured by the above description.

The allowable height for buildings in the BMV is 39 feet as measured by the above description.

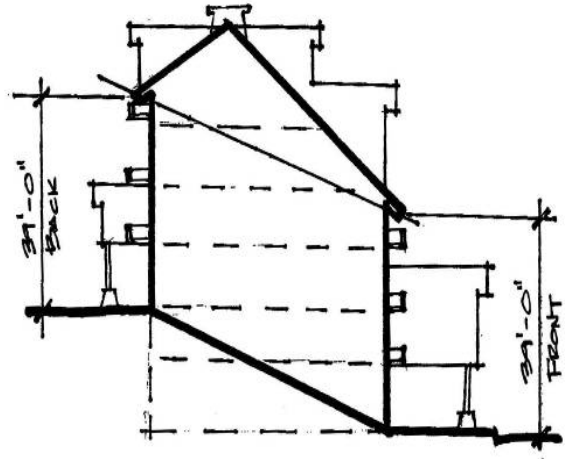


Figure 1. Building Height Diagram

## Skylights and Solar Panels

The use of skylights is acceptable as long as they are not visually intrusive. Solar panels are acceptable and even encouraged, ideally located in a position that are screened or out of sight. However, as long as they are employed in an inventive manner that creatively implements them into the overall design composition of the home, minimizing visual distraction, without obstructing views for neighbors, the DRB will consider and address solar panels on a case-by-case basis.

Skylights and solar panels when approved by the DRB, are to be located and detailed and/or screened so that reflections from their surfaces are not visible from adjacent properties.

## Dormers

Dormers are encouraged as design elements that give a large scale texture to roof forms and help to mitigate the appearance of wide, unbroken roof planes. Dimensions of roofs, walls, windows and structural elements are to be proportioned to the size of the dormers.

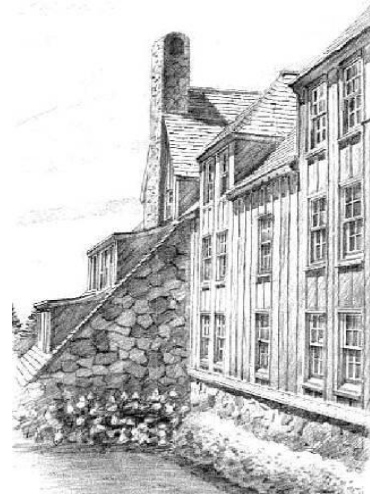
## Chimneys and Cupolas

It is preferable that chimneys are to be finished in stone, wood or stucco-type materials. In some cases, exposed metal is acceptable if it is compatible with the building design as a whole. The Design Review Board will consider exposed metal chimneys on a case by case basis. Exposed flues are discouraged, and exposed reflective metallic flues are prohibited.

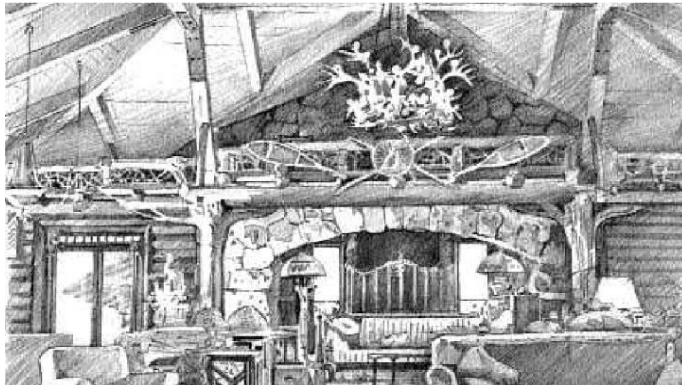
Rooftop equipment and large vents are to be grouped and screened appropriately, or concealed in chimney-like and cupola-like structures that are an integral part of the design of the building as a whole.

## Fireplaces

The number and type of fireplaces that may be installed in homes are regulated by the Flathead County Environmental Health Department. Owners should refer to the Flathead County Environmental Health Department requirements and regulations.



*Natural materials combined in interesting building massing, capped chimney and vernacular roof and dormer details.*



*A well detailed and relaxed interior.*

Per the 2<sup>nd</sup> Restated General Declaration, section 7.13, wood burning and wood pellet fireplaces must be approved by the Design Review Board. Owners should identify if fireplaces within the structure will be a wood burning type unit.

## Fire Pits and Outdoor Fireplaces

Outdoor fire pits must be natural gas or propane gas.

It is encouraged that outdoor fireplaces are to be natural or propane gas. Wood burning fireplaces will be considered as long as there is a flue with a spark arrest system.

Note that it is the owner's sole responsibility to be aware of any temporary fire

restrictions that could be in place (ex: hoot owl restrictions in the summer).

## Porches and Arcades

Porches and arcades (colonnades) are encouraged and provide shelter from snow in winter and provide passive cooling for buildings in summer.

Porches and arcades also enhance the significance of building entries, create opportunities for indoor-outdoor transitions, and help to tie the building mass to the site.

- The porch or arcade must give the appearance of being an integral element to the primary building mass, rather than an attached element.
- Railings, where required by building regulations, are to be "transparent" in character and constructed of wood, cable, metal, steel, or other materials that promote a sense of transparency. Railing pickets should be spaced to allow views within the porch or arcade space.
- Porches and arcades, however, must not interfere with solar gain and should be designed with sun orientation in mind.



Verandas open to the landscape  
enhance outdoor living.

## Walls

Walls, including visible foundations walls, shall be architecturally finished on all sides. The following principles apply to the appearance of exterior walls:

- Natural cleft or rock face stone, must be designed to have a structural appearance rather than a veneered look. Stone structures are to look as if they could stand without mortar. A dry-laid appearance is preferred. Ideally, stone should incorporate a mix of sizes and shapes with larger stones predominantly at lower levels; natural bedding planes are to be laid horizontally while horizontal and vertical joints are to be frequently interrupted. However, variations on this technique are acceptable if it is supported by an appropriate and acceptable overall building aesthetic.
- Log or timber Structures are to be built above snow-height with stone foundation walls. Design and detailing of these materials is to result in an authentic appearing structure, with dimensions and spans of the visible materials related to their own structural properties.

- If used, logs and timbers can be natural looking, smooth milled, sawn, or laminated. Ideally, log or timber construction is an expression of high craftsmanship and pride of detail. Log dimensions are to appear to be in scale with the structured properties of log construction.
- Where different materials adjoin, there should be a clear break in the plane of the surface. Mixes of cladding materials, unrelated to structural expression, are to be avoided.

## Windows and Doors

Openings for windows and doors are to be appropriate to the structural expression of the building. For example, in stone or log bearing walls, windows or doors are to be topped with a properly scaled lintel or arch. Windows and doors are to be designed with sills and exterior casings.

All glass areas are to appear recessed, expressing the thickness of the surrounding wall. Window frames and mullions are to project out beyond recessed glass surfaces. The use of bay windows is encouraged.



*Camp Uncas Dining Room Building,  
Window with true divided lights.*

Large window surfaces are to be subdivided with structural members or integral, not snap-in mullions or muntins. Large (such as 4 x 8 or greater) single panes are acceptable provided they are well recessed, shaded and incorporated into a window composition that uses large scale vertical and horizontal structural members.

In general, and subject to considerations of views and ample day lighting, solar and other energy-use considerations are to be applied, with larger, shaded windows on southerly exposures and smaller windows and fewer openings on the north. Glass may be coated to control solar heat gain, but a mirrored appearance is not allowed.

Doors, windows and door frames may be stained, painted, clad wood, clad vinyl or painted in non-white colors that stand with the rest of the building. Their colors and related trim colors are to be selected from earth tones or darker shades of red, green and other colors

found in natural materials on the site or colors used elsewhere in the building. Bright or light colors which create strong contrast will not be acceptable. Plastic clad windows are not acceptable.

## **Railings**

Railings on balconies, decks, stairs and porches, are to be made up of structures and materials that appear as natural extensions of the buildings that adjoin them. Personalized hand-crafted designs are encouraged.

## **Ancillary Buildings**

All ancillary buildings are to be located within the Building Envelope, including gazebos and other outbuildings over 30 inches in height. All structures are to be designed as integral parts or extensions of the primary structure, in use of materials and color palette. Foot bridges over drainages or steep topographical features outside the Building and Access envelopes are not permitted without a variance.

*If ancillary buildings or structures (e.g. pools, spas, fireplaces, and patios) are to be added separately after the home construction, a design review process is required. Contact the Design Review Board for specific procedures.*

## **Gutters and Downspouts**

Integral gutters are required at long overhangs with concealed downspouts or drains. Unpainted copper with artificial patina, zinc or lead coated copper, or colored aluminum gutters and down spouts are acceptable as long as they are natural in color and support the overall building aesthetic. Exposed downspouts are to be located so as to avoid long return sections from the eave to the wall of the house, and be integrated with vertical elements on the building such as structural columns or trim.

# Chapter 4 – Additional Architectural Guidelines

## Zoning District BMRR

### (Big Mountain Resort Residential)

This section of the Design Guidelines document applies primarily to buildings designed for and constructed on single family home sites, condominium and townhome parcels. These specific guidelines are supplemental to the general guidelines for the Resort described in Chapter 3 of this document.

The design of the Resort includes single family residences, condominiums, and townhome units outside of the BMV zoning district. These Design Guidelines apply to all development within the BMRR zoning district defined by Flathead County that is subject to the Declaration including outbuildings, pools, etc..

### Building and Access Envelopes

Where applicable, Building Envelopes have been identified within each lot, taking into consideration optimal views, access from roadway, slopes of less than 20 percent, privacy from adjacent building envelopes and public areas, and protection of unique natural site features.

### Roads and Driveways

- Roadway design shall fit the land with a minimum of grading required.
- On-street parking is not allowed except where specified on a subdivision plat.
- Parking is to be accommodated within the Building Envelope.
- Open drainage swales are to be used. Curb and gutter is not to be used unless unique drainage conditions exist.
- Driveways are to be accessed from adjacent roadways in the locations identified on the approved Final Plat. Driveway widths are to be 12 feet maximum for SFR through four-plex dwellings and 20 feet maximum for multi-family dwellings larger than four units.
- Driveway access points are limited to one per lot for single family residences through four-plex units when practical and two access points for buildings of five or more units when practical.
- Driveways, and their limits of construction, are to be located completely within the access envelope where applicable.
- Use of gravel, decomposed or crushed granite or other such material is not allowed.
- Transitions between road asphalt and a different driveway material are to be made in the driveway 20 feet from the road edge.

- Roads and driveways are to be located so as to minimize their impact on important natural features of the Resort, such as large or significant plant materials or drainage ways, and to minimize disruption of the existing landscape.
- Safe movement and crossings for pedestrians are to be considered, as well as adequate space for snow management.
- Roads are also intended to continue the rustic character of the Resort.
- Paved roadway widths are to be minimized.
- Snowmelt systems for driveways are discouraged, unless steep grades require.
- Views of garage doors and off street parking from the adjacent roadway and neighboring lots are to be screened where possible.

## **Building Mass**

Massing shall reflect room size volumes or groups of rooms rather than one dominant mass.

Appropriate massing is not formulaic, but sculptural and artistic. Every building shall be imagined, designed and constructed not as a singular monolithic structure dressed up with materials and tacked-on adornments for the sake of mere ‘interest’, but instead be designed as an artful, carefully-balanced arrangement of interweaving, complimentary masses.

The masses should offset from one another horizontally and vertically, and provide an excellent location for material changes. Vertical wall planes should generally be broken down to appeal to the human scale, versus excessively tall, cold, and inhumane wall planes. Roofs should be a pleasing interplay of shapes and materials. In short, projects that do not make every attempt to sculpt the building’s massing in an inventive and imaginative way, but instead endeavor to “decorate a box”, will not be approved.

## **Building Height**

The maximum allowable height for buildings within the BMRR zoning district is 28 feet for single family through four-plex units and 35 feet for five-plex and larger buildings. Building height is measured from finished grade at the front and back of the building to the highest eave line. See diagram on page16.

## **Ancillary Buildings**

- All ancillary buildings are to be located within the Building Envelope, including gazebos and other outbuildings over 30 inches in height.
- All structures are to be designed as integral parts or extensions of the primary structure, in use of materials and color palette. Ancillary buildings may not contain heated or cooled living space, sleeping rooms or rental units.
- Foot bridges over drainages or steep topographical features outside the Building

and Access Envelopes are not permitted without a variance.

*If ancillary buildings or structures (e.g. pools, spas, fireplaces, and patios) are to be added separately after the home construction, a design review process is required. Contact the Design Review Board for specific procedures.*

## **Fences and Privacy Screens**

- Where fencing is attached to the building or used for screening adjacent to the building, fencing materials and design shall use the same architectural expression as the main structure.
- All privacy screens installed on decks or patios shall be temporary and removed when not in use for the purpose intended. It is suggested that retractable screens be the preferred screening device and that when not in use, it be store in a retracted state. Japanese style shogi screens can also be used, which are foldable and easily removed and stored when not in use.

## **Building Materials and Construction Techniques**

See Chapter 3 – Architectural Guidelines and Table 1 - Residential Exterior Building Materials



Table 1: Residential Exterior Building Materials

			Wall Structures and infill panels	Lintels, Headers, Sills, Columns, Pillasters, Brackets, Dentils	Doors, Window Sash, Floor and Window Frames	Glazing	Roofs
3*	Concrete	Plain	X	L	na	na	na
		Textured	X	L	na	na	na
4*	Masonry	Brick	X	X	na	na	na
		Glass Block	X	N	na	X	na
		Marble	X	X	na	na	na
		Travertine	L	L	na	na	na
		Sandstone	E	E	na	na	na
		limestone	L	E	na	na	na
		Granite	L	E	na	na	na
		Slate	E	E	na	na	na
		Rectangular Fieldstone	E	L	na	na	na
		River Stone	E	X	na	na	na
		Cast Stone	L	L	na	na	na
		Plain Concrete Block	X	X	na	na	na
		Textured Concrete Block	X	X	na	na	na
		Faux Stone (Cultured)	X	X	na	na	na
		Terra Cotta	L	L	na	na	na
5*	Metal	Siding	X	na	na	na	na
		Corrugated Panels	L	na	na	na	L
		Standing Seam	X	na	na	na	L
		Shingles	L	na	na	na	E
		Flat Panels	L	na	na	na	L
		Formed Panels	X	na	na	na	L
		Cast Stone	na	L	na	na	na
		Cladding Formed	L	L	E	na	na
6A'	Wood	Siding	E	na	na	na	na
		Shingles (machined)	X	na	na	na	E
		Shakes (rough)	E	na	na	na	E
		Plywood	X	na	na	na	na
		Composition	X	L	X	na	na
		Solid/Timber	L	E	E	na	na
6B*	Plastic	Siding	X	na	na	na	na
		Panels	X	na	na	X	na
		Solid Formed	X	L	L	na	na
		Cladding	X	na	L	na	na
7*	Moisture Protection	EIFS	l(1)	na	na	na	na
		Clay Roof Tiles	na	na	na	na	L
		Asphalt Shingles	E	na	na	na	E
		Concrete Shingles	L	na	na	na	X
8*	Glass	Blocks	X	na	na	X	na
		Clear	na	na	na	E	na
		Tinted	na	na	na	E	na
		Opaque	na	na	na	L	na
9*	Finishes	Stucco [w/ durable etastomeric finish]	L	X	na	na	na
		Ceramic Tile	X	L	na	na	na
		Paint	E	L	L	na	na

Legend

E = Encouraged

L = Limited Use

X = Prohibited

na = Not Applicable

Note (1): Second Floor Only

• Numbers based on 16 Division Industry Standard

# **Chapter 5 – Additional Architectural Guidelines**

## **Zoning District BMV**

### **(Big Mountain Village)**

The Village Core is the “heart” of Whitefish Mountain Resort. It is focused on the ski terrain and primary lift access.

The Village will be a high quality, unified environment evoking a comfortable, casual, rustic mountainous ski community image.

The Village Core goals will be achieved through the unique and individual designs of each building while creatively integrating a collection of common architectural features and elements. This will ensure quality and consistency within the Village that translates into a rich, identifiable community, and first class winter and summer resort.

Whitefish Mountain Resort Village is a diverse, mixed-use environment with food and beverage, entertainment, retail, and residential components that share a common design character worthy of a community core. Retail shops and food and beverage uses are required for a minimum of 50% of the footprint area on street level or ground floors of buildings along the Village Main Street and Plaza.

### **Setback/Building Envelope**

- Structures shall respect the minimum setbacks, as defined in Flathead County Zoning Regulation.
- All structures situated with frontage along Village Main Street shall generally match the building location as depicted in the Master Site Plan
- These setbacks are intended to create a continuous pedestrian oriented façade along the streetscape.

### **Signs**

- All signs within the Village shall be designed and installed according to the Master Signage Plan.
- All buildings shall have a street number (address) mounted on it so that it is visible to pedestrians and drivers and is clearly visible at night.

### **Transportation and Circulation**

- All parking lots or parking areas shall be designed and installed according to these standards and Flathead County Zoning Regulation.

- The ground floor level, or street level, of all buildings shall be developed to encourage pedestrian activity and interaction.
- All buildings situated with frontage along Village Main Street, or public or common open space, shall install and maintain heated and/or covered sidewalks to assist in snowmelt and to invite pedestrian activity in the winter.
- Provide clear pathways between and around buildings, uninterrupted by parking areas and roads to encourage pedestrian activity.
- Provide expressed entries to community trail networks with signs and clear connections to all trails.

## **Site Grading and Drainage**

Due to the steep slopes and presence of surface water within the village it is critical that all site grading and drainage follow the Whitefish Mountain Resort Village Stormwater Master Plan.

## **Fences and Privacy Screens**

- Village Core areas may only install fences when used to screen mechanical equipment; otherwise, fences are prohibited.
- The maximum height of fences used to screen mechanical equipment shall be five (5) feet.
- Where fencing is attached to the building or used for screening adjacent to the building, fencing materials and design shall use the same architectural expression as the main structure.
- All privacy screens installed on decks or patios shall be temporary and removed when not in use for the purpose intended. It is suggested that retractable screens be the preferred screening device and that when not in use, it be store in a retracted state. Japanese style shogi screens can also be used, which are foldable and easily removed and stored when not in use.

## **Landscaping**

- The parking lots for all Village Core areas shall be landscaped according to Flathead County Zoning Regulations and this document.
- Lots within the Village Core shall install landscaping as generally depicted in the Village Core Plan approved with the Big Mountain Neighborhood Plan.
- All Commercial buildings shall have seasonal plantings, pots or hanging baskets provided near storefronts.
- Hearty and drought tolerant annuals or perennials for are to be used for seasonal plantings. These seasonal plantings will bring color and variety to the streetscape and create pleasant pedestrian experiences.
- Before construction, all native topsoil and plant material shall be stripped to the

maximum depth possible and stored off-site for reclamation purposes. Non-native plant material and top- soil should be stockpiled separately.

- Use of native ground cover and grasses is encouraged in all planting areas.
- Use of native trees and shrubs is encouraged where space allows.

## **Building Height**

The maximum allowable heights for buildings within the BMV zoning district are 39 feet. Building heights are measured from finished grade at the front and back of the building to the dominate eave line.

- Maintain low-scale buildings utilizing three-story to three and one-half story buildings with height variations
- All buildings located adjacent to Village Main Street shall be no taller than 3 ½ stories on the uphill side. Building heights have already been established in the approved neighborhood plan. Deviation from the neighborhood plan for proposed building heights requires review and approval by the DRB and Flathead County.
- Project developers are strongly encouraged to vary adjacent, significant building elements by a two-foot minimum to avoid expanses of continuous building fronts and accentuate building identities.

## **Building Scale**

- All buildings located within the Village Core shall have scale that is relative to the buildings adjacent to them and respective to the streetscape.
- Buildings should establish and reinforce the Resort as a pedestrian environment with architectural features scaled accordingly.

## **Building Mass**

- Create variations in wall planes to minimize the apparent scale of buildings.
- Minimize the perceived mass of a building or project by developing a facade that is articulated rather than one large, monolithic structure.
- Variations in the exterior materials of a building surface may help to break up the perceived mass of the building.
- Minimizing the perceived mass may also be accomplished by designing structures with smaller modules and using variations in relief provided by different materials, windows or details.

## **Front Facade**

- The maximum width of primary façade shall be 50 feet.

- Building facades shall contain defining architectural features or elements that identify the type of specialty commercial or specific use.
- Gabled roof forms and shed dormers shall be dominant on plaza-facing facades.
- These forms should be organized to break down the overall larger form into a series of smaller buildings with varying heights and widths that blend with the existing topography and surround natural element.
- Overall design of a larger building should create the appearance of smaller buildings that step down in height with a falling grade.
- Gabled roof lines with shed dormers, timber framed accents and wide fascia details are encouraged
- Create comfortable pedestrian cadence along the streetscape by creating individualized storefronts that are at least 25 feet in width, but no wider than 50 feet in width.
- Mix the façade widths and heights from storefront to storefront.

## **Side and Rear Facades**

- Facades located on secondary streets shall include sections with solid walls as required by seismic engineering considerations.
- Visible side and rear facades will receive similar treatment and design detail to front facades.
- Entrances to commercial buildings shall be readily visible from the street or parking area. Shared entrances shall be obvious.
- The rear façade should incorporate elements of the front and side facades with the use of variation in façade treatment, use of fenestrations, color and texture.
- Side and rear entrances should be just as inviting to pedestrians as the front façade entrances.
- Buildings at street intersections should extend storefront design to at least 20 linear feet of the side façade.

## **Access and Entrances**

- Entrances shall be the dominant storefront feature and be readily visible from the street and accessible from the sidewalks.
- At a minimum, the primary building entrance shall meet ADA requirements.
- Buildings located at corners shall select Village Main Street or both street fronts for their primary access; a public entrance near the street intersection is strongly encouraged.
- Recessed entrance doors are recommended.
- Where entries are recessed, the upper floor(s) should maintain the building line at the sidewalk edge.

## Storefront Design

- All storefronts shall be designed to incorporate appropriate architectural scale and window design and related building materials.
- See Section 3 for additional exterior window and door standards.
- The rear entrance to the building should be subordinate to the front entrance, however it should have an obvious location and a canopy overhead.
- Doors should reflect a utilitarian and decorative function, using durable materials and attractive accessories such as kick plates and pulls.
- A single merchant may occupy more than one storefront.
- Storefront facades and architectural or utilitarian elements should be integrated into the overall design of the façade.
- Doors on the storefront should not swing outward and impede pedestrian movement on the sidewalk. Recessed entries should be used with outward swinging doors.
- The first floor of the primary façade should be predominantly transparent glass.
- Upper floors should be perceived as being more opaque than the lower floor.
- Express a commercial distinction in street level through detailing, materials and fenestration.
- Maintain proper proportions of windows on upper levels.
- Energy conserving glazing features that will not detract from visibility are encouraged.
- Transom windows are encouraged for storefronts.
- Window displays encourage pedestrian shoppers to experience the building and the businesses inside from the streetscape.

## Windows

- All storefronts shall address the pedestrian sidewalk and the scale using appropriate massing, scaling and detailing of the storefront façade.
- See Section III for additional exterior window and door standards.
- Windows on the street level shall address the pedestrian walkways and plazas adjacent to them so that light and visual connection between building and street is achieved.

## Roof Design

- Roof forms shall be varied.
- Roofs shall be constructed with materials appropriate for Whitefish Mountain Resort and the environmental constraints of the area (see Table 2).
- All asphalt shingles shall be a thick laminated shingle with a heavy reveal (such as

- GAF Grand Sequoia or approved equal).
- All roof materials shall be fire-retardant and non-reflective.
- Roof design should include engineering and/or architectural design addressing public safety issues related to snow load, ice buildup and snow shedding.
- Rooflines shall consist of gabled roof forms with shed dormers.
- Varying roof planes add visual interest to the street environment, provided they are aesthetically appropriate to the rugged mountain context and functionally responsive to the harsh climate.
- Elements such as expressive brackets, shed dormers, metal detailing, layered and over-lapping fascia and exposed rafters with profiled ends are strongly encouraged.
- Top of wall copings or extended roof edges create visual interest.
- Overhangs should extend at least 2' to reduce weathering and moisture on walls.
- Pitched roof forms and shed dormers are strongly encouraged.

## **Canopies and Awnings**

- Canopies and awnings shall be designed and constructed to be consistent and complimentary with the architecture of the building and in scale with the pedestrian streetscape below.
- Exposed structural expression of wood framing members, timbers and steel detailed elements supporting the roofs, sheds, and balconies shall be a feature of all building designs.
- Extended roof edges, sheds, and canopies shall be incorporated to protect building features, balconies, entrances, and especially public walks from weather and snow accumulation.
- Awnings should be constructed of durable, commercial grade materials.
- Sloped, solid canopies should be designed in order to minimize adverse impacts of snow sliding onto the sidewalk in winter.
- Retractable awnings may be used to provide shade in the summer.
- Canopies and awnings should be constructed of materials that complement the architecture, but provide an opportunity to add creative detailing unique to the specific project.
- Designs that draw upon traditional mountain western lodge and Adirondack architecture styles are encouraged.
- Projecting elements, such as bays, chimneys, balconies and dormers help to provide visual interest to commercial buildings and should be well integrated into the building design.

## **Architectural Features**

- All Village Core development shall conform to Table 2, “Commercial Exterior Building Materials for the Whitefish Mountain Resort,” for use of building

materials.

- Cultured or faux stone is prohibited.
- The use of other synthetic materials designed to replicate natural materials is prohibited.
- Battered stone is required. Stone should be stepped, not sloped.
- Building facades should provide sufficient articulation to avoid the domination of large exterior walls.
- Accent bands of stone are encouraged
- Natural wood siding, shingles, waned edge wood and board and batten are encouraged.

## **Exterior Materials**

- All Village Core development shall conform to Table 2, “Commercial Exterior Building Materials,” for use of building materials.
- The use of cultured faux stone is prohibited.
- The use of other synthetic materials is prohibited.
- Application of stone masonry as an accent building material, particularly on the ground floor level, is required. Use of stone with the application of a “battered” large-stone setting at the wall base is strongly encouraged, and may be required by the DRB in certain applications (i.e. post or column support bases).
- All exterior metal railings, exposed metal braces/supports/brackets, trench drain covers, etc. shall be coated with industrial enamel, powder coat, or other long-lasting, high-performance coating for exterior metals.

## **Decks, Balconies, and Terraces**

Decks, Terraces and second floor balconies are strongly encouraged to create visual pedestrian interest and social activity in the Village Core area.



Table 2: Commercial Exterior Building Materials

			Wall Structures and infill panels	Lintels, Headers, Sills, Columns, Pilasters, Brackets, Dentils	Doors, Window Sash, Floor and Window Frames	Glazing	Roofs
3*	Concrete	Plain	X	L	na	na	na
		Textured	L	L	na	na	na
4*	Masonry	Rusticated Brick	L	X	na	na	na
		Glass Block	X	N	na	X	na
		Marble	X	X	na	na	na
		Travertine	L	L	na	na	na
		Sandstone	E	E	na	na	na
		limestone	L	E	na	na	na
		Granite	L	E	na	na	na
		Slate	E	E	na	na	na
		Rectangular Fieldstone	E	L	na	na	na
		River Stone	E	X	na	na	na
		Cast Stone	L	L	na	na	na
		Plain Concrete Block	X	X	na	na	na
		Textured Concrete Block	X	X	na	na	na
		Faux Stone (Cultured)	X	X	na	na	na
		Terra Cotta	L	L	na	na	na
5*	Metal	Siding	L	na	na	na	na
		Corrugated Panels	L	na	na	na	L
		Standing Seam	L	na	na	na	L
		Shingles	L	na	na	na	E
		Flat Panels	L	na	na	na	L
		Formed Panels	L	na	na	na	L
		Cast Stone	na	L	na	na	na
		Cladding Formed	L	L	E	na	na
6A'	Wood	Siding	E	na	na	na	na
		Shingles (machined)	X	na	na	na	E
		Shakes (rough)	E	na	na	na	E
		Plywood	X	na	na	na	na
		Composition	X	L	X	na	na
		Solid/Timber	L	E	E	na	na
6B*	Plastic	Siding	X	na	na	na	na
		Panels	X	na	na	X	na
		Solid Formed	X	L	L	na	na
		Cladding	X	na	L	na	na
7*	Moisture Protection	EIFS	l(1)	na	na	na	na
		Clay Roof Tiles	na	na	na	na	L
		Asphalt Shingles	E	na	na	na	E
		Concrete Shingles	L	na	na	na	X
8*	Glass	Blocks	X	na	na	X	na
		Clear	na	na	na	E	na
		Tinted	na	na	na	E	na
		Opaque	na	na	na	L	na
9*	Finishes	Stucco [w/ durable elastomeric finish]	L	X	na	na	na
		Ceramic Tile	X	L	na	na	na
		Paint	E	L	L	na	na

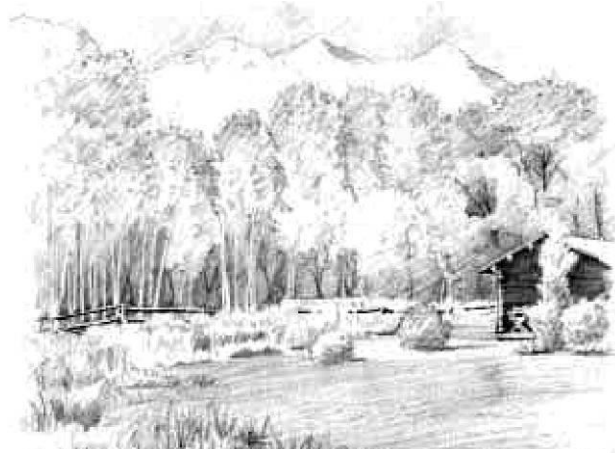
E = Encouraged      L = Limited Use      X = Prohibited      NA = Not Applicable

Note (1): Second Floor Only

• Numbers based on 16 Division Indus try Standard

## Chapter 6 - Site Development & Landscape Guidelines

In its planning, design and imagery, Whitefish Mountain Resort takes its place in tradition of reverence for the surrounding indigenous landscape. These Guidelines have been written to ensure that the inherent character of the landscape is protected and enhanced for the enjoyment of all the homeowners of Whitefish Mountain Resort now and into the future.



*A delicate balance between building, materials and the landscape*

This chapter sets forth guidelines and standards for all site work including grading, landscaping, siting of buildings and design of site structures. The Design Review Board will prefer designs that fit comfortably into the natural setting with materials and colors drawn from the immediate natural context, and planting designs that rely on naturalistic groupings of plants native to the Flathead Valley and the surrounding region of the Rocky Mountains and Glacier National Park.

The design of Whitefish Mountain Resort includes single family residences, and townhome units both within and outside of the Whitefish Mountain Resort core. These Design Guidelines apply to all of these areas except as noted.

### **Building and Access Envelopes**

Where applicable a Building Envelope is designated on the Final Plat or restrictive covenant for each residential lot or parcel. The construction of buildings, pools, terraces, paths and all associated site work, including landscape installation, are to be located within the Building Envelope.

Where applicable Building Envelopes have been identified within each lot, taking into consideration optimal views, access from roadway, slopes of less than 20 percent, privacy from adjacent building envelopes and public areas, and protection of unique natural site features.

Where applicable an Access Envelope may also be designated on the Final Plat for each residential lot or parcel. The construction of driveways, paths and utilities, and all associated site work, including landscape installation, are to be located within the Building Envelope.

Where applicable Access Envelopes have been identified within each lot and relative to each Building Envelope, taking into consideration driveway alignment, grade, width and optimal access points from the adjacent road.

The remaining lot area outside of these envelopes is to be maintained in a natural condition. Exceptions to this guideline include the requirement for defensible wildfire practices, upon approval of the DRB. Other exceptions include those identified on the Final Plat, including the requirement to restore a previously disturbed landscape.

## **Defensible Space**

The Whitefish Mountain Resort area contains wildfire threats. The term "defensible space" is used here to describe the techniques necessary to reduce the wildfire threat to homes. These techniques include altering vegetation adjacent to the home, by decreasing the amount, shortening the height, and altering the arrangement of potential fuels. The following guidelines will help create each home's defensible space while preserving the natural landscape.

- Single specimen trees, limited shrub masses, or similar plants used as ground cover can be located within the building envelope. Grasses located within the building envelope should be kept to 18 inches in height or less.
- Remove that portion of any tree, which extends within 10 feet of the outlet of any chimney or stovepipe.
- Maintain any tree adjacent to or overhanging any building free of dead or dying wood.
- Maintain the roof of any structure free of leaves, needles, or other dead vegetative growth.
- Provide and maintain at all times a screen over the outlet of every chimney or stovepipe that is attached to any fireplace, stove, or other device that burns any solid or liquid fuel. The screen shall be constructed of nonflammable material with openings of not more than one-half inch in size.
- Judiciously remove standing and fallen dead or dying trees within the lot if the trees pose a fire hazard. Keep in mind that standing dead trees, or "snags", provide important wildlife habitat and should be left wherever possible.

## Grading

- Development within mountain areas requires significant site grading. Grading must be designed as a balanced combination of cuts, fills, and retaining walls that protect stands of trees and blend into and appear to be extensions of existing natural forms.
- Where applicable grading is to be limited to the building and access envelopes. Exceptions to this guideline are in areas that have been previously disturbed and are identified on approved Final Plats of the individual subdivisions.
- Grading and excavation must be limited to minimize air quality degradation.
- Dust suppression methods must be used as delineated by local, state or federal ordinances. If possible, alternative water sources should be used for dust suppression.
- Resulting slopes typically should not exceed 1:2. Exceptions are where rock exists and cuts can be made to a maximum of 1.5:1.
- Graded slopes are to be used instead of retaining walls, wherever possible.
- Use of retaining walls is required when the grading would otherwise extend beyond the Building or Access Envelopes. Retaining walls are to be no more than 4 ft. in height without approval.
- Topsoil must be removed, stockpiled and replaced.
- Trees located outside the Building and Access Envelopes are to be preserved.
- Trees located within the Building or Access Envelopes that are eight inches in caliper or larger are to be spaded and transplanted, where feasible.
- Grading within the drip line of a tree is not allowed. If tree roots extend within the Building or Access Envelope, the roots must be cleanly cut to ensure the health of the tree and future root growth.
- **Revegetation of disturbed areas must be completed within 30 days of final grading if completion is within the growing season or within 30 days after the start of the next growing season. Consideration should be given to soil environment, availability of irrigation and optimum planting times. If revegetation cannot occur within 30 days of final grading, then erosion control measures are to be employed.**
- Cuts and fills must be kept to a minimum to reduce visual impact, and are to be balanced to reduce the number of truck trips to and from the site.

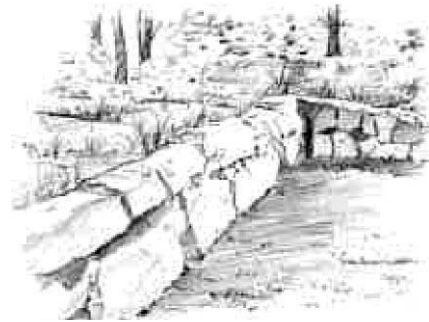
## Retaining Walls

Opportunities to use traditional approaches from the northern Montana region including materials, details, and construction techniques are to be taken with walls at Whitefish Mountain Resort. A rustic, rough-hewn appearance that complements the natural setting is desired.

- The use of retaining walls is to be minimized. If necessary, they are to be dry-stack constructed or angular boulders. The rock material needs to fit the natural surroundings.
- Walls are not to exceed four feet in height. Walls exceeding this height must be approved by the DRB. If approved walls are to be stepped back or terraced, with wall steps not to exceed four feet in height.
- Angular boulder walls are to be constructed with incorporated planting pockets. The balance of rock to planting area is to be 60 - 40.
- Tops of walls are to follow the contours of the site and not be horizontally stepped.
- Wall ends are to have smooth transitions that bury into adjacent grade. Exposed wing walls are not allowed.
- Concrete walls with stone veneer may be approved by the DRB, if necessary.
- Joints on veneer walls are to be raked deep to give the appearance of a dry-stack wall.



Dry stacked stone retaining wall



Rustic low stone wall

## Drainage Systems

In general, natural drainage courses must be protected and existing drainage patterns maintained. New drainage ways are to be designed to appear and function like natural drainage ways. Exceptions may be granted by the DRB provided they are not visible from adjacent properties or can be demonstrated to significantly improve compliance with the general goals of these Guidelines. Ponds and artificial water features may be built within a designated Access Envelope if they are designed to look like natural ponds, waterways or wetlands.

## Drainage Structures

Headwalls, ditches, and similar drainage structures are to be built of, or veneered with stone similar to other stone found naturally or used in construction on-site. Ends of metal or concrete pipes are to be concealed.

## Roads and Driveways

Roads and driveways are to be located so as to minimize their impact on important natural features of Whitefish Mountain Resort, such as large or significant plant materials or drainage ways, and to minimize disruption of the existing landscape. Roadway design should fit the land with a minimum of grading required. Safe movement and crossings for pedestrians are to be considered, as well as adequate space for snow management. Roads are also intended to continue the rustic character of Whitefish Mountain Resort.



*Typical driveway to home site*

- On-street parking is not allowed. Parking is to be accommodated within the driveway.
- Open drainage swales are to be used. Curb and gutter is not to be used unless unique drainage conditions exist.
- All driveways must have culverts at the edge of the roadway to facilitate run off.
- Driveways are to be accessed from adjacent roadways in the locations identified on the approved
- Final Plat - Driveway widths are to be 12 feet, maximum, and driveway access points are limited to one per lot.
- Snowmelt systems for driveways are discouraged, unless steep grades require.
- Driveways, and their limits of construction, are to be located completely within the access envelope where applicable.
- Views of garage doors and off street parking from the adjacent roadway and neighboring lots are to be screened where possible.
- Use of gravel, decomposed or crushed granite or other such material is not allowed.
- Transitions between road asphalt and a different driveway material are to be made in the driveway 20 feet from the road edge.

## Exterior Service Areas/Satellite Dishes

Trash disposal areas, outdoor work areas and outdoor equipment, including dog runs, recreational equipment, vehicles, tepees, and air conditioning units, are to be completely screened from views from adjacent properties and, as appropriate, made inaccessible to wildlife, by means of architectural or landscape screens. Trash enclosures are to be provided that are designed to be wildlife proof, including bears. Several bear-proof trash enclosures are commercially produced and readily available. If a trash enclosure cannot be provided, wildlife resistant containers are to be used and kept within the garage. Other bear-proofing practices, such as removing bird feeders and pet food from outside areas during bear-activity seasons are encouraged.

Satellite dishes may be no larger than one meter in diameter. All other antenna devices must be concealed under eaves or in attics.

## **Site Utilities**

Site utilities are to be installed within the Access Envelope where applicable and underground. In this manner, disturbance to existing grades and trees can be minimized. If site utilities are desired to be located outside the Access Envelope for unique circumstances, the DRB must approve the proposed location and the revegetation plan.

## **Snow Management and Snowmelt**

Whitefish Mountain Resort receives significant accumulations of snow throughout the winter season. Snow management is to be considered during the design of the architecture and landscape.

- Areas for snow storage are to be identified in the design of the driveways.
- Wherever possible, snow should be stored onsite rather than hauled to a remote location.
- Roofs will be designed to hold snow rather than shed it, wherever possible.
- Roof snow shedding zones are to be identified and anticipated in the landscape design. Do not locate trees or larger shrubs in snow shedding areas.
- Snowmelt is not allowed in residential areas (BMRR zone), unless steep driveway grades (over 12 percent) exist. Snowmelt is allowed in the BMV zone with approval of the DRB.
- If snowmelt systems are used, they are to be controlled by timers and/or sensors to limit their use to times of snow accumulation when residences are occupied.
- Snowmelt system boilers and other mechanical equipment are to be located within or adjacent to the building. They are not to be contained within free-standing structures or vaults.

## **Identification Signs**

An identification sign or address marker for a Development Site must be consistent with the requirements of the Whitefish Mountain Resort Sign Design Guidelines.

An address identification sign must be installed and maintained by the Owner for emergency services information. It may be relocated by the Owner if the final access point changes after installation. The identification sign must be within twenty (20) feet of the intersection of the driveway and the road. See Preliminary Plat Approval.

## Site Lighting

The Montana night sky is incomparable for viewing and creates a special memory of the place for residents and visitors. This view can be affected, however, by excessive light from streetlights, parking area, security lights and decorative lighting. In order to protect the night sky, Whitefish Mountain Resort lighting standards focus on limiting the kind and quantity of light from these sources. Careful attention to the selection of luminaires, which are shielded or low glare to minimize ambient light, is essential to preserving night views and minimizing light trespass.

All site lighting at Whitefish Mountain Resort must be carefully designed to light only the area needed for reasonable levels of safety and security. Seek to eliminate as much outdoor lighting as possible. Clear night sky conditions often provide ample light for many tasks. Use only enough lighting for the task at hand and avoid the tendency to over light, which tends to make adjacent unlit areas seem even darker.

The following guidelines apply for site lighting:

- Luminaire housings are to be finished to blend with other materials on the home. High-gloss finishes that increase the reflectivity of the luminaire housing are not allowed.
- Visible luminaire housings are to be located where they do not obscure building architectural elements.
- Luminaire housings can be recessed, flush-mounted or projected from the building wall.
- Mounting heights of fixtures are to be no higher than required to accomplish the desired objective. For example, fixtures to light a doorway should be located just above the door height, with the spread of the light beam limited to the width of the door threshold.
- An excessive number of luminaires, or excess light levels and glare, will not be allowed. The luminaire light source is to be shielded.
- Use timing mechanisms to shut off lights when they are not needed. Electric power technologies such as solar photovoltaic or fuel cells are encouraged.
- Specify "full cut-off" lighting luminaries that do not allow any up lighting.
- Focus all light downward. All direct light should shine a minimum of 20 degrees below a horizontal plane and never above the horizontal plane.
- Focus light downward for lighting identification signs and entries.
- Specify white light that has the highest efficacy (lumens per watt) for nighttime vision. White light lamp types include metal halide, compact fluorescent and inductive lamps. LED is acceptable. Mercury vapor lighting is prohibited. Although common, low efficacy and full cut-off luminaires are difficult to find.
- Colored light beyond the range of white to yellow is not allowed. (Decorative Christmas lighting is acceptable.)



- Do not design reflective surfaces below lighting that will bounce light back up toward the sky.

## **Combining Lots**

In cases where the Owner purchases two or more contiguous lots and wants to combine two or more lots into a single lot, the Owner must receive the consent of Flathead County and the DRB. A revised Building Envelope will be prepared by the DRB with input from the Owner and their consultants. The total dimension of the side yard setback of the revised Building Envelope will be equal to or greater than the sum of the side yard setbacks of the uncombined lots. Additionally, the new building Envelope area resulting from combining the lots shall not exceed the sum of the Building Envelope areas of the uncombined lots.

The revised Building Envelope shall be approved by the DRB prior to submitting the preliminary submittal to Flathead County. Following approval by the DRB, any required regulatory approvals will be the responsibility of the Owner. The DRB will carefully review issues relating to building mass and scale when reviewing a residence on combined lots. Homeowners and their design team are encouraged to be sensitive to these important issues when preparing their applications.

## Chapter 7 – Landscape Guidelines

The landscape design and plant materials will contribute to the American Rustic Architectural Tradition character of Whitefish Mountain Resort. Designs that use materials native or hardy to northern Montana and help blend buildings into the surrounding landscape are promoted. The following guidelines apply to all single-family residential lots and townhome parcels.



*Native fence plantings, maintained grasses and boulders define a natural edge*

Landscaping is often an afterthought to the construction of your new home, but it is a critical element to the Design Review process and approval.

### Revegetation of Disturbed Soils

Any disturbance of soils and vegetation due to construction and excavation **must be** rehabilitated with adequate vegetation and irrigation to establish the plant materials.

One of the common misconceptions regarding “native vegetation” is the spreading of seeds of native grasses over disturbed soils and referring to this as “allowing the land to go back to native condition”. The Design Review Board will not approve this type of landscape plan.

If a “native vegetation” is the desired look by the homeowner, the landscape design should plan on the harvesting of the original vegetation on the development lot, placement in a temporary location, providing adequate irrigation to maintain the vegetation, and the re-planting of the vegetation in the disturbed soils area.

### Plant Material and Installation/Maintenance

New tree and shrub plantings must meet or exceed the following size requirements:

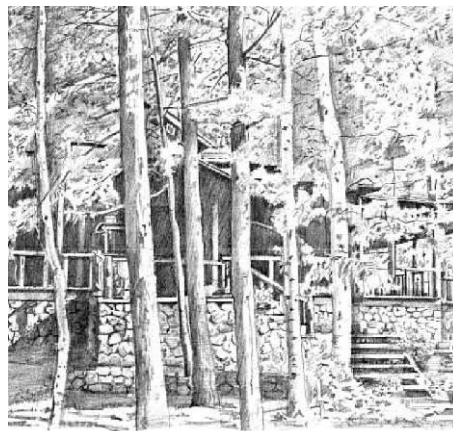
- Deciduous trees: 30-40 percent two-inch caliper trees, 60-70 percent three-inch caliper trees.
- Evergreen trees: 30-40 percent minimum ten-foot height trees, 60-70 percent minimum twelve-foot height trees.
- Shrubs: minimum five-gallon containers, minimum one-gallon containers for retaining walls, if needed.
- Perennials and Ground covers: minimum one-gallon containers.

Sod turf grass is to be limited in use to play areas, and should be kept small in scale. Play areas should be located in the rear or side yards contained within the building envelope. Native grasses are to be used if a grass groundcover is desired for front yards within the building envelope.

Privacy planting design is to incorporate a mix of plant material-45 percent evergreen trees maximum-to avoid a "wall" affect.

## Tree Removal and Selective Thinning

The removal of trees on home sites is to be avoided whenever possible, except to comply with the guidelines for defensible space, the Department of Natural Resources and Conservation Guidelines and Flathead County Subdivisions Regulations for vegetation reduction. The DRB may approve tree removal and/or selective tree thinning within the Access Envelope.



*Trees screen views between a home and other home sites.*

The DRB will approve tree removal and/or thinning outside the Access Envelope, only if such removal or thinning clearly improves view corridors, solar exposure or other characteristics of the site, provided that such removal or thinning does not significantly increase visual impacts from adjacent Development Sites, public or outdoor common areas.

Removal or cutting of trees not specifically authorized by the DRB is subject to fines of up to \$1,000 per tree. Refer to Construction Regulations Section 6.01 of Appendix G of this document for procedures to follow for DRB review of proposed tree removal.

## **Irrigation**

Landscape related - Irrigation practices are required at the minimum for the initial establishment of the approved landscape. Irrigation is allowed within the building envelope.

Revegetation of construction disturbed areas - Irrigation must be set up to help re-vegetate scarred and disturbed areas caused by the construction process including outside the building envelope. After five years each homeowner will be required to disconnect irrigation outside of the building envelope, after newly planted vegetation has become established.

As part of the Design Review process the homeowner will submit an irrigation plan to show that irrigation zones inside and outside of the building have been separated.

All irrigation systems must adhere to the requirements and limitations established by the Big Mountain Water Company.

## **Paths, Outdoor Stairs and Terraces**

Trails, paths, steps and terraces are to be designed to blend with the natural topography and vegetation, and with retaining walls, fences, or building foundations. Trails and paths help direct foot traffic into desired corridors and discourage the random development of "social trails" which create excessive impact on the natural landscape. These elements are to be located within the Building or Access Envelopes only where applicable. Neighborhood trails are typically located outside of these defined envelopes, and are identified on the Final Plat.



*Timber stair in landscape.*

Steps and ramps can be used where path grades exceed 5 percent longitudinal slope. Where steps are used, access for disabled persons can also be provided by the construction of a suitable ramp meeting accessibility guidelines. Handicap-accessible ramps sloping up to 8 percent, require handrails and are discouraged. Ramps with slopes of 5 percent or less do not require handrails and should be used wherever possible.

Materials for surfaces will be stone, chipped stone, gravel or wood. Stone is the preferred material for defining the edge of trails and paths. Alternatives to stone for edge definition on step risers and treads may include heavy timber or shaped logs, although these generally require more maintenance and are less natural in appearance.

## **Fences**

Fences and gates are to be rough, open, rustic and ranch-like in design. Materials are to be unpainted wood or stone, selected to match or extend those of the principal buildings and to blend into, not contrast with site walls and landscape, structures not to exceed 36 inches in height. Fences may not be built on property lines except where specifically approved by the DRB. The design and construction of all fences must comply with the terms of the Preliminary Plat approval of each neighborhood.



*Stone and wood rail fence.*

Overhead archways will not be permitted. Guardrails are to be used only where absolutely necessary. If required, guardrails are to be constructed of weathered steel rails and timber posts.

## **Stone**

Stone, if used as a landscape design element, is to be of rustic detailing, dry stack construction and similar in color and texture to approved stone used in buildings on the same site.

## Chapter 8 - Energy and Resource Conservation

Whitefish Mountain Resort is committed to developing neighborhoods that are sensitive to their context and to the environment as a whole. These guidelines promote opportunities and practices to conserve energy and resources in architectural and site design, construction, and long-term maintenance. The design objective of Whitefish Mountain Resort is to establish a high standard of quality and design for buildings and landscape that is appropriate for the climate and area of northern Montana. The general forms and details of traditional regional architecture of northern Montana offer many appropriate design features that are directly applicable to the climate and contemporary construction projects. When implemented in the mountain environment, they provide immediate visual cues that "just seem to fit."

An important step in energy and resource conservation is in the selection of environmentally friendly building materials. However, selecting environmentally friendly building materials requires a thorough understanding of the full life cycle of a chosen product. Life cycle analysis is the preferred approach to material selection. It is a methodology that considers the environmental implications of a product over its full life cycle, sometimes referred to as the cradle to grave (or cradle to cradle) analysis. A building product that contains recycled content materials will likely have a smaller environmental impact than one that contains synthetic materials. Similarly, materials derived from local sources tend to have a lower environmental impact than materials originating from distant sources, due to the increase in need for transportation.

Building material selection should also consider the potential negative contribution to indoor air quality. Many common building materials contain volatile organic compounds (VOCs) and include a large variety of chemicals such as formaldehyde. VOCs tend to "off-gas" after installation and have been known to cause "sick building syndrome". The most common culprits of bad indoor air quality are finishing materials including carpeting, paints, stains, adhesives, sealants, wall and floor coverings. Furniture systems can also contain VOCs in the binders used in particleboard adhesives and upholstery.

Resources such as the REDI Guide, Harris Guide, Environmental Resource Guide and Environmental Building News are available to assist in the identification and specification of many of these products. Tools also exist that help designers understand the relative environmental performance of different products to help select the "greenest" or most environmentally friendly alternative.

### Glazing

- Grouping typical smaller windows into sets can create larger openings, for south solar gain or views. Better to use one large divided frame than many small window units creating less frame area blocking view and solar gain.
- Window and door glazing is to be insulated (double-glazed minimum), with at

least a single low-emissivity ("low-e") coating on one or between the glazings. Glazing shall be non-reflective (no mirrored coatings permitted), to minimize offsite glare. Tempered glass shall be used where required by building code.

- West and east facing glazing should be selected to block solar gain and glare.
- Be aware that glazing color strongly affects the color of an interior and affects the color temperature of interior lighting.
- Avoid vinyl, PVC, and aluminum windows for environmental and performance reasons. Specify fiberglass-clad wood windows, whenever possible.

## Wood Products

- No tropical hardwoods are allowed for exterior finish or construction at Whitefish Mountain Resort.
- CCV pressure-treated wood is not allowed at Whitefish Mountain Resort due to the toxic nature of the material.
- Use advanced stick frame construction to reduce thermal bridging and save wood, where possible.
- Use biomass-based materials such as wood and fiberboard wherever appropriate, as environmental impact is usually low.
- Ideally, replace plywood products with low-VOC, recycled fiberboard.

## Metal Products

- Plated metals are not to be used, as they contain toxic cadmium, cyanide, or chromium.
- Aluminum is not to be used, wherever possible, due to its high-embodied energy. If aluminum is necessary, specify a high content of recycled aluminum (70-100%).
- Metal finishes are to be based on physical processes such as buffing, rather than coatings, wherever possible. When metal coatings are necessary, specify powder coatings which contain few, if any, VOCs.
- Metal roofing materials are to be non-reflective and natural, earth-tone colored.
- Steel on larger structures is to be used, as it often contains a high percentage of recycled content. Specify high-recycled content steel wherever possible.

## Concrete and Insulation

- Biodegradable form release agents should be used, if required.
- Limit the use of curing compounds and chemical additives to concrete mixture to reduce VOCs emitted.
- Expanded rather than extruded insulation is to be used. Fiberglass insulation that contains phenol formaldehyde binders is not to be used. Use recycled content cellulose insulation where possible.
- Design in standard size modules to reduce waste and construction cost.
- Design building components so that it is possible to disassemble and re-use the product when its useful life is over. This is especially true for elements that are

changed frequently.

- When specifying heavy materials such as stone or pre-cast concrete, seek locally manufactured products first to reduce the transportation impacts of the material.
- Give preference to factory finishes instead of site finishes to reduce waste generation.

## **Plumbing Systems**

- Energy efficient plumbing fixtures are encouraged and adherence to the Energy Policy Act of 1992 (in gallons per minute or gallons per flush).

## **Solar Orientation**

- Wherever possible, buildings at Whitefish Mountain Resort should have at least 50% of their roof area within 15 degrees of true south and within an acceptable solar angle range.
- No buildings should substantially shade the solar aperture of another building. New building design must prove that it is not negatively impacting the solar gain potential of neighboring structure.
- Ideally and wherever possible, buildings should be on east-west axis with maximum exposure of wall surface to the true south. However, it's understood that this ideal solar arrangement is not always in sync with either a site's topography or ideal views.
- Designers are to also take into consideration the potential of landscape features and tall trees that will shade solar-gain potential.

## **Passive Solar Systems**

- Direct Gain systems are the simplest type of passive solar strategy, which admits sunlight directly through a window to thermal storage (usually a concrete floor). The use of this system is encouraged.
- Attached sunspace systems may be appropriate for some buildings.
- Essentially it is a greenhouse space on the south side of the building that is allowed to heat up in the winter sun. This heat can then be vented, or allowed to radiate through a thermal mass wall, into the building.
- Trombe (passive solar) wall systems consist of a thermal storage wall between the space to be heated and south facing glazing. Sunlight passes through the glazing and heats the thermal mass that in turn heats the space. The rate of heat flow through the wall depends on the materials and thickness of the wall. In general, masonry storage walls delay the transfer of heat from the sunny side of the wall to the room by several hours. Water storage walls transfer the heat much more rapidly because they work by convection as well as conduction. Unlike water walls, masonry storage walls can be used as bearing walls and because of their mass, make good acoustical barriers.



## Daylighting

Elongate buildings east/west wherever possible to maximize south and north glazing (daylight easily controlled) and to minimize west glazing that can cause excessive glare and heat gain.

- Use sun control devices such as overhangs, porches, trellises (with deciduous vegetation) or awnings to control glare and heat gain, particularly where there are large expanses of glass.
- Integrate daylighting design into the building design from the outset.
- Design interior spaces to receive natural light when needed, i.e., east facing bedroom to receive morning light and west facing dining room for evening light.
- Use light colored surfaces for interior finishes to reflect light and increase the perceived brightness of the room. Note: dark surface on floors and back walls are recommended when the goal is the capturing of passive solar heat gain.
- Make the distinction between view windows and daylighting windows.
- Daylighting windows can be located above the field of vision to let light deep into a space. These clerestory windows may allow for reduced window area to increase energy efficiency.
- Select glazing carefully. Glazing is available with a variety of coatings and qualities. For daylighting, the VLT (visible light transmittance) should be carefully reviewed. Visible light transmittance measures the efficiency of glazing in passing light rays within the visible spectrum. A window with a high visible light transmittance should be selected for windows designed to admit daylight. On west-facing windows, or in areas where excessive glare might be a problem, a lower VLT may be desirable. Standard double pane glazing has a visible light transmittance of 80% and low-e glazing 70% VLT.
- To maximize daylight potential, encourage higher ceilings or eliminate traditional hung ceilings and expose the building structure.
- Do not "waste" glazing where it does not contribute to daylighting or view; i.e. do not place glazing below desk height, unless it is required for passive solar gain.
- Ideally, ceiling reflectance should be 80 percent, for walls 50-70 percent, floors 20-40 percent and furniture 25-45 percent. Choose matte finishes on walls and ceilings to reduce hot spots or glare.
- Be aware of site factors that could affect daylight. Light may be reflected off adjacent buildings or surfaces to increase the amount of light in a space. Similarly, trees or buildings might shade and reduce daylighting potential.
- Wherever possible encourage light from more than one side of a room, to improve quality of light. Sun controls are an important factor in this strategy.

## Electric Lighting

Electric lighting is a critical component in the energy performance and comfort of users in a building. Efficient lighting has a short payback period and combined with daylighting

can contribute to low environmental impact, low cost and high performance.

- Wherever possible, lighting should be integrated with daylighting. Use manual dimming light controls that give occupants control of their space.
- Ideally, use LED or compact fluorescents in all task lighting instead of incandescent.
- Choose energy efficient luminaires.
- Design light colored uncluttered ceilings for indirect lighting uses.
- Use lighting controls that can respond to many variables such as occupant needs (manual dimming), building use schedules, daylight availability, and lumen maintenance or tuning. Zone daylight areas separately from other areas of a building.

## **Passive Cooling Strategies**

Cross ventilation is the simplest form of passive cooling, consisting mainly of allowing breezes to flow from one window or opening through a space and out another opening across the space on the leeward side of the building.

- Operable windows and vents, placed opposite each other and at different heights, capture natural breezes and improve air circulation and quality.
- Ideally, intake openings should be placed low on the windward wall, while larger; exhaust openings should be set high on the leeward wall.
- To capture cool intake air, windward openings should be well shaded by plants or shade structures.
- Cross ventilation works best when outside temperatures are below or around the comfort zone. When buildings overheat due to occupants, electric lights, equipment and solar radiation through the building envelope, cross ventilation can be used. When the outside temperature is above the comfort zone, cross ventilation is less effective as warmer air is being introduced into the system.
- Shape and orient the building to maximize exposure to summer breezes.
- Size inlet and outlets for summer breezes, typically equal size or slighter larger outlet.
- Use overhangs and louvers to direct wind flow into a space.

# Appendix A – Summary of the Design Review Process

This Section provides a "road map" to guide an applicant through the design and construction review at Whitefish Mountain Resort. This design review process must be followed for all construction activity at Whitefish Mountain Resort to include:

- The construction of a new building;
- The renovation, expansion or refinishing of the exterior of an existing building;
- All remodels including privacy screening;
- Landscape changes to a site.

The following appendices are designed to assist you:

Appendix A – Summary of the Design Review Process

Appendix B – Three Types of Design Meetings & Fees

Appendix C – Design Review Process

Appendix D – Application for Single Family/Townhome Residential (new or remodel)

Appendix E – Summary Checklist for the DRB and Applicant

Appendix F – Construction Regulations

Appendix G – Construction Compliance Deposit and Regulations

Appendix H – Tree Removal Procedures and Neighborhood Plant List

Appendix I – Minor Remodel Residential Application

Appendix J – Big Mountain Sewer District Regulations and Application

Appendix K – Big Mountain Water Company Application

Appendix L – Design Bibliography

Since the requirements for building permits/inspections by governmental agencies change from time to time, applicants/owners are urged to thoroughly investigate the relevant requirements of Flathead County and the State of Montana prior to beginning construction activity.

## Appendix B - Three Types of Design Meetings & Fees

There are four types of Review Meetings, each with their respective fee shown in table below.

<i>Maximum Square Feet of Gross Floor Area (Per Unit)</i>	<i>Pre-Design</i>	<i>Concept Design w/Fee</i>	<i>Final Design w/Fee</i>	<i>Final Working Drawing w/Fee</i>
<b><i>Up to 4,000 SF</i></b>	<b><i>\$0</i></b>	<b><i>\$300</i></b>	<b><i>\$300</i></b>	<b><i>\$300</i></b>
<b><i>4,000 – 5,000 SF</i></b>	<b><i>\$0</i></b>	<b><i>\$300</i></b>	<b><i>\$400</i></b>	<b><i>\$400</i></b>
<b><i>Above 5,000 SF</i></b>	<b><i>\$0</i></b>	<b><i>\$300</i></b>	<b><i>\$500</i></b>	<b><i>\$500</i></b>

The owner of the property is required to attend one of these meetings in person. It is recommended by the Design Review Board that the Concept Design meeting is the best meeting for the owner to attend since this is when most of the design features and abnormal requests are discussed. It is not necessary to have all meetings. Your readiness and the completeness of the application and drawings dictate the number of meetings.

NOTE – Meetings are only scheduled once per month. If the allotted time is full, the DRB is not responsible for delaying a meeting to the following month.

### Additional Requirements

- Fees must be paid at time of submittal or at the review meeting.
- If fees are not paid before or at the meeting, a late submittal fee shall be charged in the amount of 20% of the fee. No further meetings will be scheduled until all fees are current.
- Fees are based on the Maximum Gross Floor Area of the Residential unit(s), including lofts, stairways, fireplaces, halls, habitable attics, kitchens, living room, bathrooms, closets and storage and mechanical areas as measured from outside wall to outside wall. All residences constructed on any of the Lots shall contain a minimum of 1,700 square feet of heated and cooled living space.
- Minor projects of under \$100,000, fee is 1.5% of project costs or a minimum of \$150.
- Modification to previously approved plans if implemented during early construction, \$150 minimum.
- Fees for projects outside the scope of the current fee schedule will be determined by the DRB staff.
- Acceptance of submittals after the deadline shall be at the discretion of the DRB staff.

# Appendix C – Design Review Process

## I. Pre-Design Meeting (\$ zero)

*Responsibility of Applicant to request meeting with DRB*

This meeting is not mandatory, but suggested if you have not previously built within Whitefish Mountain Resort. The purpose of this step is to provide the applicant with introductory information which will establish the overall regulations, restrictions and/or special considerations for the particular home site or area involved. In this meeting typical topics to discuss include:

- Design Review Meetings & Process
- Construction Compliance Deposit
- Property boundaries
- Easements and utilities
- Access envelope and building envelope locations
- Architectural character
- Landscape character
- Soil disturbance and rehabilitation requirements

## II. Conceptual Design Review and Approval (\$300 fee) - Required

*Responsibility of Applicant to request meeting with DRB*

The purpose of this meeting is for the applicant to present a design concept prior to spending large amounts of architectural/design fees for a design that will not be approved by the DRB.

During this step, the applicant shall present and submit to the DRB for review and approval a Conceptual Design package, which should adequately convey existing site conditions, building orientation and design and height, access, the proposed use of exterior materials and colors and conceptual landscape design. The Concept Design Package shall include one (1) full size and one (1) set of 11” x 17” reductions of the following:

### ***A. Design Review Board Application and Fee***

*Submit one copy of the completed application and fee with drawings. (Refer to Appendix D for Design Review Board Application.) Fee is based on maximum gross floor area (see Definitions, Chapter 2 of this document) in accordance with current fee schedule. Make check payable to: **Big Mountain Development Co.***

**B. Survey (scale: 1/4"=1'-0")**

*A property survey prepared by a licensed surveyor indicating compass direction, property boundaries, the area of the property, all easements of record, access envelope, building envelope, topography at two (2) foot intervals and any significant natural features such as rock out-croppings, watercourses, or existing trees with calipers of three (3) inches or greater.*

**C. Proposed Site Plan (scale: 1/4"=1'-0")**

*Shall indicate compass direction, property boundaries, county setbacks, building envelopes, easements, proposed building footprint(s), roof drip line, utility locations, existing vegetation, existing and proposed one (2) foot contours, areas of cut and fill, drainage, limits of construction, proposed roads, driveways and culverts, sidewalks, decks, and any other proposed improvements. Proposed driveways should include spot elevations. Snow storage areas should be located. Building site coverage as a percent of land area should be noted on plans.*

**D. Building Plans (scale: 1/4"=1'-0")**

*Illustrate the exterior appearance of all views labeled in accordance with the site plan. Indicate existing and finished grade. For BMR zoning indicate 28 feet above the entire finished grade with a dashed line. Indicate the height of chimney(s) as compared with the ridge of the roof, the highest ridge of the roof, and the elevation of each floor.*

*Describe all exterior materials, colors, and finishes (walls, roofs, trim, chimneys, windows, doors, etc.) and locate all exterior lighting fixtures.*

**E. Conceptual Landscape Plan (scale: 1/4"=1'-0")**

*Include location of existing vegetation, limits of site disturbance, and proposed areas of new landscaping. Include revegetation specifications for reseeding, mulching, and temporary irrigation of all disturbed soils. Indicate a preliminary drainage plan and erosion control measures.*

**F. Material Color Board for all exterior siding and roofs**

*On one surface provide samples of the materials and colors. This is required because the DRB wants to make sure the owner is not planning on materials that will not be accepted.*

*The DRB will review the Conceptual Design Package and notify the applicant in writing of its findings. The DRB will most likely give a verbal finding at this meeting with a written approval or decline within (14) days of the meeting. Applicant may re-submit the conceptual design package or portions thereof, if findings are negative.*

### **III. Final Design Review and Approval (\$ See Appendix B - Three Types of Design Meetings & Fees)**

*Responsibility of Applicant to request a meeting with DRB*

Upon approval of the Conceptual Design Package, applicant prepares and submits a Final Design Package to the DRB with an updated application for any changes to the original plan. (Refer to Appendix D for Design Review Board Application.) The fee is based on maximum gross floor area (see Definitions, Chapter 2 of this document) in accordance with current fee schedule. ***Make check payable to: Big Mountain Development Co.***

The contents of the Final Design Package should be substantially consistent with the approved Conceptual Design Package, while responding to any conditions or revisions imposed by the DRB at Conceptual Design Review meeting.

The Final Design Package shall include two (2) full size and one (1) set of 11" x 17" reductions of the following:

#### ***A. Survey (scale: 1/4"=1'-0")***

*A property survey prepared by a licensed surveyor indicating compass direction, property boundaries, the area of the property, all easements of record, access envelope, building envelope, topography at two (2) foot intervals and any significant natural features such as rock out-croppings, watercourses, or existing trees with calipers of three (3) inches or greater.*

#### ***B. Proposed Site Plan (scale: 1/4"=1'-0")***

*Shall indicate compass direction, property boundaries, county setbacks, building envelopes, easements, proposed building footprint(s), roof drip line, utility locations, existing vegetation, existing and proposed one (2) foot contours, areas of cut and fill, drainage, limits of construction, proposed roads, driveways and culverts, sidewalks, decks, and any other proposed improvements. Proposed driveways should include spot elevations. Snow storage areas should be located. Building site coverage as a percent of land area should be noted on plans.*

#### ***C. Erosion Control Plan (scale: 1/4"=1'-0")***

*This site plan shall describe erosion control measures to be implemented during and post construction including silt fencing, straw wattles, etc..*

#### ***D. Footing and Foundation Plan (scale: 1/4"=1'-0")***

*Submit plans and sections to illustrate the location and size of foundation walls and footings. Foundation plans should clearly indicate unexcavated and crawl space areas.*

#### ***E. Floor Plans (scale 1/4"=1'-0")***

*Indicate all room dimensions, door and window locations and sizes, location mechanical and electrical systems and fire sprinkler and monitoring systems. Indicate the location and type of all exterior lighting fixtures, proposed fireplaces, and kitchen appliances.*

***F. Elevations (scale 1/4"=1'-0")***

*Illustrate the exterior appearance of all views labeled in accordance with the site plan. Indicate existing and finished grade. For BMRR zoning, indicate 28 feet above the entire finished grade with a dashed line. Indicate the height of chimney(s) as compared with the ridge of the roof, the highest ridge of the roof, and the elevation of each floor.*

*Describe all exterior materials, colors, and finishes (walls, roofs, trim, chimneys, windows, doors, etc.) and locate all exterior lighting fixtures.*

***G. Building Sections (scale 1/4"=1'-0")***

*Indicate building walls, floors, interior relationships, finished exterior grades and any other information to clearly describe the interior/exterior relationships of the building as well as the building's relationship to the site.*

***H. 3-D Color perspective Sketches***

*Provide a ground level perspective(s) of the building from a location(s) representing a primary public exposure to the building. This perspective should indicate exterior shadow patterns, materials, textures, and trim details.*

***I. Details***

*Provide design details to sufficiently represent the visual expression of the building, exposed connections, and material interfaces. Include soffit/fascia details, window head and sill details, railing details, and any other information necessary to describe the project's exterior.*

***J. Roof Plan (scale: 1/4" = 1'-0")***

*Indicate areas of snow shedding and water removal, as well as the specific techniques proposed to manage snow shed areas which may conflict with pedestrian and vehicular zones. In addition, indicate the location of all mechanical devices which are proposed to penetrate the roof (chimneys, flues, plumbing vents etc.).*

***K. Landscape Plans (scale 1/4"=1'-0")***

*The proposed landscape plans should include:*

- Lighting - Locate in detail all proposed outdoor lights and signs. Submit cut sheets of all proposed light fixtures and indicate the lighting control strategy. Indicate and detail proposed identification sign.*
- Grading plan - Include existing and proposed contours at 2 (two) foot intervals, spot elevations, drainage patterns, rim and invert elevations and snow storage areas.*



- *Planting plan – Include plant material legend which lists common and botanical names, plant sizes and plant quantities which are keyed to locations on plan. Locate rock outcrops, decks or patios, retaining walls with height designation, service yards, driveways, and any other freestanding structures. For seeded areas, rates and method of application per 1,000 square foot increments, mulch type, rate and stabilization technique and fertilizer type and time of application are required for review.*
- *Irrigation Plan – Locate all temporary and permanent irrigation systems, including controllers and type and size of equipment. Temporary irrigation is required for all disturbed soils.*

#### **L. Color Board**

*Provide written specifications and color boards for the following items:*

- *Exterior wall materials and colors;*
- *Windows and exterior doors with colors;*
- *Exterior trim materials and colors;*
- *Fireplace equipment cut sheets;*
- *Exterior lighting fixture cut sheets;*

#### **M. Specifications**

- *Location and proposed method of tree and vegetation protection;*
- *Placement and type of perimeter filters;*
- *Water control methods;*
- *Soil storage and stabilization measures;*
- *Siltation control devices;*
- *Proposed revegetation methods of all soil disturbed areas;*
- *Proposed seed and fertilizer types, application rates and methods;*
- *Mulch type, rate application and stabilization methods;*
- *Type and location of any permanent or temporary irrigation methods to be used.*

#### **N. Transportation and Parking Plan.**

*This plan shall describe how and where construction vehicles will be parked at the construction site during construction activity.*

The DRB will review the Final Design Package and notify the applicant in writing of its findings. The initial decision may be verbal at the end of the meeting with a written decision within (14) days of the meeting. Applicant may re-submit the conceptual design package or portions thereof, if findings are negative. (See section IV below.) The decision will become final if no appeal is filed by applicant within a minimum of twenty-one (21) days from the DRB's notification.

## **IV. Design Review Board Appeals Process**

1. Applicant to submit formal appeal to the DRB.

2. DRB has 30 days to review applicant appeal and render decision in writing. A (30) day extension may be requested by the DRB if further information is needed.
3. Failure for the DRB to act within (90) days of applicant filing an appeal will constitute approval.
4. DRB will document in writing reasons for disapproval.

## **V. Final Working Drawing Submission (\$ See Appendix B - Three Types of Design Meetings & Fees)**

*Responsibility of Applicant. Upon approval of the Final Design, applicant shall prepare and submit final working drawings to the DRB if there are any changes since the Final Design meeting.*

1. If there are changes to the design after the Final Review Design Meeting, applicant prepares and submits Final Working Drawing Package to the DRB along with an updated application. (*Refer to Appendix D for Design Review Board Application.*)
2. Fee is based on maximum gross floor area (see Definitions, Chapter 2 of this document) in accordance with current fee schedule. (Refer to Appendix B for Three Types of Design Meetings & Fees.) ***Make check payable to: Big Mountain Development Co.***
3. The contents of the final working drawings submission should be substantially consistent with the approved Final Design Package, while responding to any conditions or revisions imposed by the DRB at Final Design review.

## **VI. Flathead County Plan Review and Approval (if applicable)**

*Responsibility of Applicant upon approval of Final Working Drawings*

1. Concurrent with the delivery of final working drawings to the DRB (or earlier if possible) the applicant may submit identical final working drawings to Flathead County Building Department or State of Montana as necessary for its plan in order to obtain a building permit. Precise submittal requirements can be obtained from Flathead County Building Department upon presentation to the Flathead a photo copy of the warranty deed and a set of plans stamped and approved by the DRB.

## **VII. Construction Inspections and/or Submittals**

*Responsibility of Applicant upon written approval of Final Working Drawings*

1. There are several inspections required throughout the construction process. (Refer to Appendix H, Section 3 Construction Process, Approvals and Inspections.) The applicant or designee must request each inspection before the next phase of construction takes place. Approval of each inspection is required for the return of

the Compliance Deposit. NOTE – Schedule inspections a minimum of 48 hours in advance. Concurrent with the submission of final working drawings or before the Site Inspection, the applicant shall stake the footprints of all improvements to be constructed on the site and all parking, storage and laydown areas, and flag all trees to be removed and/or saved according to "Tree Removal Procedures" – Appendix I.

2. Request Site Inspection from the DRB prior to construction (See Appendix H, Section 3, Paragraph 3.03(a).
3. Applicant delivers Compliance Deposit to the DRB at or before Site Inspection (Refer to Appendix H, Construction Compliance and Deposit Regulations).
4. If the Site Inspection is approved, the DRB will Issue Permit to Commence Construction Activity to applicant.
5. Request Pre-concrete Inspection of Footers before concrete is poured from the DRB (See Appendix H, Section 3, Paragraph 3.03(b).
6. Request Inspection at Completion of Framing to verify building height from the DRB (See Appendix H, Section 3, Paragraph 3.03(c).
7. Request Final Inspection before occupancy from the DRB (See Appendix H, Section 3, Paragraph 03(d) for a complete site visit to review building and landscaping compliance.
8. If Final Inspection is approved, the DRB will issue a Final Inspection Approval and a Certificate of Compliance. The DRB will refund Compliance Deposit to Owner.

# Appendix D – Application for Single Family/Townhome Residential (new or remodel)

## *Section 1 - Submittal Requirements Procedure Summary*

1. A pre-design meeting with the DRB may not be required if the owner, builder, or architect is familiar with the process. Otherwise, a pre-design meeting with the DRB is required for all residential projects within Whitefish Mountain Resort for the Applicant to obtain information, which will establish the overall regulations for the particular Development Site. Permission to skip this meeting must be requested by the Applicant to the DRB.
2. Fees should be submitted with application. Fees are based on the Maximum Gross Floor Area of the Residential unit(s), including lofts, stairways, fireplaces, halls, habitable attics, bathrooms, closets and storage and mechanical areas as measured from outside wall to outside wall. (Refer to Appendix B.)

### **A. Conceptual Design Package**

1. For Conceptual Design Package requirements refer to Appendix C - "Design Review Process" and Appendix F – Summary Checklist for the DRB and Applicant.
2. Submit one full size set and one set 11"x17" as listed in Appendix C (II).
3. Submit completed Application Form. (See appendices D & E.)
4. Submit check for final Design Review fee. Make check payable to: **Big Mountain Development Co.**

### **B. Final Design Package**

1. For Final Design requirements refer to Appendix C - "Design Review Process" and Appendix F – Summary Checklist for the DRB and Applicant.
2. Submit two full size sets and one set 11"x17" reductions of the listed in Appendix C (III).
3. Submit completed Application Form.
4. Submit check for final Design Review fee. Make check payable to: **Big Mountain Development Co.**

### **C. Final Working Drawings**

1. For Final Working Drawings requirements refer to Appendix C - "Design Review Process" and Appendix F – Summary Checklist for the DRB and Applicant.
2. Submit two full size sets and one set 11"x17" reductions of any changes to the Final Design Plans in B above.
3. Submit completed Application Form.

### **D. Modifications**

1. Describe item(s) to be modified.

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2. Plan requirements:
  - a. Submit one set (11" x 17" reductions) of previously approved plans.
  - b. Submit two full size modified elevations, building plans and/or site plan as appropriate.
3. Submit completed application.

## **Section 2 - Project Information**

Application Date \_\_\_\_\_

Please note that a complete application will streamline the approval process by decreasing the number of meetings needed for approval by the DRB.

Fees must be submitted at time of application (see Design Review Board Application Fees).

Please contact the DRB staff regarding application questions.

To be completed by applicant.

### **A. Name of Project**

\_\_\_\_\_

Project Description \_\_\_\_\_

### **B. Location of Project**

Subdivision \_\_\_\_\_ Lot # \_\_\_\_\_

Street Address \_\_\_\_\_

**C. Name of Owner** \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**D. Name of Applicant (if not Owner)** \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**E. Name of Architect** \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

I have read and will comply with the Whitefish Mountain Resort Construction Activities and Compliance Deposit Regulation concerning construction activities and compliance deposit regulations of Whitefish Mountain Resort.

\_\_\_\_\_  
Printed Name of Signatory

\_\_\_\_\_  
Signature Date

**Section 3 - Project Data**

Name of Project \_\_\_\_\_

A. Total Lot Acreage \_\_\_\_\_

B. Maximum Building Height from finished grade to highest dominant eave  
\_\_\_\_\_

C. Proposed Maximum Gross Floor Area:

Residence \_\_\_\_\_ sq. ft.\*

Undeveloped \_\_\_\_\_ sq. ft.

Garages \_\_\_\_\_ sq. ft.

Total \_\_\_\_\_ sq. ft

\*All residences constructed on any of the Lots shall contain a minimum of 1,700 square feet of heated and cooled living space.

D. Number of Bedrooms \_\_\_\_\_

E. Number of Parking Spaces: Covered \_\_\_\_\_ Uncovered \_\_\_\_\_

Total \_\_\_\_\_

F. Number of Kitchens \_\_\_\_\_ Bathrooms \_\_\_\_\_

G. Maximum Slope of Driveway \_\_\_\_\_ %

First 20 feet of driveway \_\_\_\_\_ %

Last 20 feet of driveway \_\_\_\_\_ %

**Section 4 - List of Materials**

Name of Project \_\_\_\_\_

The Applicant must bring the following information to the DRB meeting. Color chips, siding samples, etc. should be presented at the DRB meeting.



<i>A. Building Materials</i>	<i>Type of Material</i>	<i>Specification, Product Color, Material, etc.</i>
Roof		
(Pitch _____)		
Utility Meters		
(Locate on plans)		
Other Wall Materials		
Fascia		
Soffits		
Windows		
Window Trim		
Exterior Doors		
Garage Doors		
Door Trim		
Hand or Deck Rails		
Flues, Caps		
Flashings		
Chimney Enclosures		
Trash Enclosures (locate on plans)		
Greenhouses		
Exterior Lighting		
Fixtures (include cut sheets)		
Snow Fence/Gutter		

## ***Section 5 - Landscape Plan***

Name of Project \_\_\_\_\_

Landscape Zone:

- Dryland Hillside
- Forest Hillside
- Meadow

Please note minimum sizes for plant material:

- Deciduous Trees, 30-60% 2 inch minimum caliper, 30-60% 3 inch minimum

caliper.

- Coniferous Trees, 30-60% 10 foot minimum height, 30-60% 12 foot minimum height.
- Shrubs, minimum 5 gallon containers.

<b>A. <i>Plant Materials</i></b>	<i>Botanical Name</i>	<i>Common Name</i>	<i>Quantity</i>	<i>Size</i>
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*1) Proposed Trees*

*2) Existing Trees to be removed*

*3) Proposed Shrubs*

*4) Ground Cover*

*5) Sod*

*6) Seed*

## **B. Irrigation**

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**C. Erosion Control**

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**D. Site Structures** (retaining walls, fences, edging, swimming pools, etc.) Please specify height, materials, and colors if applicable.

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**E. Paving Materials** (driveway, walkways, patios etc.)

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**F. Exterior Signage** - (Description submit details and/or cut sheets if applicable)

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**G. Site Lighting** - Description (note lighting locations on plan and submit cut sheets)

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**H. Miscellaneous**

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# Appendix E - Summary Checklist by DRB and Applicant (New Construction / Remodel)

## Whitefish Mountain Resort Design Review Board

Meeting Date \_\_\_\_\_

### Plan Check Summary Checklist

Reviewed by \_\_\_\_\_

Date Reviewed \_\_\_\_\_

### Final Design Submittal

Project Name \_\_\_\_\_

Project Neighborhood: \_\_\_\_\_ Lot # \_\_\_\_\_

Applicant Name/Telephone No \_\_\_\_\_

Owner Name/Telephone No \_\_\_\_\_

1. Status of Application: Complete \_\_\_\_\_ Incomplete \_\_\_\_\_

By \_\_\_\_\_

**Yes**

**No**

**N/A**

_____	_____	_____	<i>Two copies of a stamped survey received</i>
_____	_____	_____	<i>Two sets full size and one set 11" x 17" reduction of proposed site plan</i>
_____	_____	_____	<i>Two sets full size and one set 11" x 17" reductions of building plans</i>
_____	_____	_____	<i>Two sets full size and one sets 11" x 17" reductions of landscape plans</i>
_____	_____	_____	<i>Drawings dated, all pages identified</i>
_____	_____	_____	<i>Project location on drawings</i>
_____	_____	_____	<i>Complete application submitted</i>



<u>Yes</u>	<u>No</u>	<u>N/A</u>	
			<i>Retaining walls - timbers, stone, boulders (maximum four (4) foot height)</i>
			<i>Graded slopes 2:1 maximum</i>
			<i>Landscape Zone planting guidelines adhered to</i>
			<i>Adequate revegetation of cut and fill slopes</i>
			<i>Irrigation design documented</i>

### 3. Building Design Related Issues

<u>Yes</u>	<u>No</u>	<u>N/A</u>	
			<i>Design is stylistically consistent with Guidelines</i>
			<i>Roof Height restrictions adhered to</i>
			<i>Overall building dimensions indicated</i>
			<i>Room dimensions noted</i>
			<i>Trash storage/removal strategy proposed</i>
			<i>Elevations indicate "finished" grade</i>
			<i>Exterior materials and colors indicated</i>
			<i>Appropriate flashing material proposed</i>
			<i>Appropriate gutter/downspout material proposed</i>
			<i>Exterior lighting design and cut sheets submitted</i>

## **Appendix F - Construction Regulations**

The "Construction Regulations" consists of the general guidelines for the construction process. Please see also Appendix H "Construction Compliance and Deposit Regulations".

Construction shall not begin until final plan approvals have been issued by the DRB, and a building permit has been obtained from Flathead County if required by the county. Once begun, construction must be completed expeditiously, strictly in accordance with the approved final plan. A Certificate of Occupancy will be issued by the Design Review Board along with the Final Inspection Approval.

### **Building Permits**

Upon DRB approval of final plans, if required by Flathead County or the State of Montana, a building permit must be obtained prior to commencement of construction.

Additionally, approval must be granted by the Big Mountain Sewer District and Big Mountain Water Company **prior to any excavation or tree removal**.

### **Excavation and Grading**

Extreme care must be taken during excavation to assure that trees not authorized for removal are not damaged. Also brush, surplus soil, and other excavated debris must promptly be removed from the building site. Blowing dust from grading must be controlled by watering.

### **Hours of Construction**

Construction is limited to the hours of 7:30am to 7:00pm, Monday - Saturday.

### **Noise**

Each Applicant shall use all reasonable efforts to minimize external noise resulting from its construction activity and shall be bound by all regulations governing construction noise.

### **Protection of Property**

All construction activity shall be contained on the home site for which a building permit has been issued unless specific authorization is received in writing from the DRB. In no event shall construction activity affect other property or another Development Site without prior written approval from the Development Site's Owner. Access to the home

site shall be only from the approved road adjoining the site and from the approved final access point to the Development Site. Any common ground, adjacent home sites or roads damaged during construction shall be promptly restored to their original condition to the satisfaction of the DRB. **If restoration is not accomplished by the end of the growing season following completion of construction, all required repairs will be performed by the Whitefish Mountain Resort Master Association with all costs plus 50% thereof charged to the person in whose name the building permit was issued.**

## **Temporary Structures**

A small job office may be maintained on the site. Temporary living quarters for workmen or the owner will not be permitted. The job office shall be removed within 30 days after completion of the permanent building.

## **Tree Removal**

Any person who removes, destroys, or significantly damages a tree of 3 inches caliper or more beyond the reasonable limits of construction or outside of the home site, shall be liable to the Whitefish Mountain Resort DRB for the sum of up to \$1,000 or the full replacement cost of the tree for each tree destroyed, whichever is greater. The Whitefish Mountain Resort DRB may authorize the removal of trees in the event a tree is disease bearing or poses a threat to health and safety. This does not preclude the DRB from requiring trees to be replanted as further restitution for the irreparable damage caused by the unauthorized destruction of trees. After staking of home site, driveway, parking areas, patios, etc., it is the obligation of the applicant to notify the DRB for an appointment to inspect the site.

## **Water Connections and Toilets**

Permanent water connection and temporary enclosed chemical toilets must be available during construction. Chemical toilets should, if possible, be screened from view and be located away from neighbors.

## **Inspections**

**Initial Inspection prior to building excavation** – See Appendix G, Paragraph 3.02. To review location of home site driveway location, building corners, easements, setbacks, building corners, and protected vegetation. This inspection must be completed prior to start of construction.

**Pre-Concrete Inspection** - See Appendix G, Paragraph 3.03(b).



**Post-Framing Inspection** - See Appendix G, Paragraph 3.03(c).

**Final Inspection** - To ensure that all portions of the construction activity including all landscaping and remedial work are fully complete according to the approved final working drawings. Upon approval of this inspection the DRB issues a Final Letter of Compliance Approval and a Certificate of Occupancy.

It is the *DRB's* responsibility to review for compliance with these Guidelines. The *DRB* assumes no responsibility for reviewing for compliance with the terms of a *Preliminary Plat Approval* or of any other applicable requirements or regulations.

## **Start Requirements**

Design Review approval is valid only for one-year subsequent to the date of final approval. If construction is not started within the year, then the design must be resubmitted for review and is subject to the same fees and process requirements.

## **Erosion and Sediment Control**

During construction, erosion shall be minimized through proper soil stabilization, water control, and timely revegetation. The contractor shall implement all control techniques outlined in the applicant's approved Erosion Control and Revegetation Plans.

## **Construction Signs**

One construction sign will be allowed for each project. The sign shall not exceed 16 square feet of total area, and shall be located within the project boundary and visible from an adjacent roadway and/or entry to the project. The sign will be freestanding and constructed in a standardized format as provided by the DRB. Construction signage will be allowed for the duration of construction or 18 months, whichever is less.

## **On-site Burning**

On-site burning of waste materials is strictly prohibited.

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# **Appendix G - Construction Compliance and Deposit Regulations**

## **Section 1 - Purpose**

The purpose of this regulation is to regulate Construction activity within Whitefish Mountain Resort in order to minimize the impacts of Construction Activity.

## **Section 2 - Definitions**

Unless otherwise stated, all italicized terms used herein shall have the meanings given to them in the Definitions Section of the Whitefish Mountain Resort Design Guidelines and Definitions document:

2.00 Association means the Whitefish Mountain Resort Master Association.

2.01 Compliance Deposit means the deposit that an Owner is required to deliver to the DRB prior to commencing a construction activity.

2.02 Construction Site means a site upon which construction activity takes place.

2.03 Construction Activity means any site disturbance, construction, addition or alteration of any building, landscaping or any other improvement on any Site.

2.04 Construction Vehicle means any car, truck, tractor, trailer or other vehicle use to perform any part of a construction activity or to transport equipment, supplies or workers to a construction site.

2.05 District means the Whitefish Mountain Resort Metropolitan District.

2.06 DRB means the Design Review Board as appointed by the Declarant, Winter Sports, Inc.

2.07 Owner Representative means any contractor, subcontractor, agent or employee hired or engaged by an Owner in connection with any construction activity.

2.08 Regulation means this Construction Activities and Compliance Deposit Regulation.

2.09 Security Department means Grizzly Security or the contracted security services by Whitefish Mountain Resort.

2.10 Temporary Structure shall mean any structure erected or otherwise installed as a job office or for the purpose of storing materials in connection with a construction activity.

## **Section 3 - Construction Process, Approvals and Inspections**

3.01 Construction Process. Owners are required to attend at least one of the Design Review meetings. The Design Review Board recommends this to be the Concept Design meeting. The Owner and Owner's Representatives are encouraged to arrange a pre-planning meeting with the DRB to educate themselves about the Whitefish Mountain Resort design review and development process and the DRB's concerns with respect to particular home sites. See Appendix C for details.

To assist Owners and their representatives in educating themselves about Whitefish Mountain Resort design review and development process, please reference all appendices.

3.02 Pre-construction Requirements. No Owner or Owner Representative shall commence any Construction Activity until it has satisfied all preconstruction requirements set forth in this Section 3.02.

- a) To initiate the formal design review process, the Owner of a Development Site shall submit Concept Design plans at a DRB meeting as outlined above. If the DRB rejects the design plans, the Owner shall make such design changes as the DRB shall require and resubmit the sketch plans to the DRB. If the DRB approves the design plans, the Owner shall proceed as described in subparagraph 3.02(b).
- b) After obtaining the DRB's approval of its Concept Design plans, the Owner shall prepare Final Design plans and submit the same to the DRB at a review meeting for approval. If the DRB rejects the Final Design plans, the Owner shall make such design changes as the DRB shall require and resubmit the Final Design plans to the DRB. If the DRB approves the final plans, the Owner shall proceed as described in subparagraph 3.02 (c).
- c) After obtaining the DRB's approval of its Final Design plans, the Owner shall prepare and submit Final Working Drawings if there are changes since the approval of the Final Design plans.
- d) Prior to any clearing of land or excavation the Owner shall deliver the Construction Compliance Deposit to the DRB, file the appropriate applications, and pay the utility tap fees for the Big Mountain Sewer District and Big Mountain Water Company. After the receipt of the Construction Compliance Deposit, the DRB will issue approval to clear land.
- e) After clearing the land, but before excavation stake the following:
  - i) lot corners, setbacks, easements, building envelopes
  - ii) designate material storage areas, port-a-potty location, and parking area
  - iii) request a site visit by the DRB for approval to proceed with excavation.

If the DRB finds the results of the site inspection to be satisfactory, has received the Owner's compliance deposit, and the Owner has paid the utility tap fees, the DRB shall approve the Owner's proposed construction activity and the Owner shall proceed as

described in subparagraph 3.02 (f).

- f) Subsequent to its delivery of final drawings and the compliance deposit to the DRB under subparagraph 3.02 (c&d) above, the Owner may submit, if necessary, identical final working drawings to the Flathead County Building Department or State of Montana as necessary for its plan check process. In no event shall an Owner (i) initiate the plan approval process with the Flathead County Building Department prior to the DRB's approval of the Owner's final plans, or (ii) submit final working drawings to the Flathead County Building Department that differ from those that the Owner submits to the DRB.
- g) After the DRB approves the construction activity contemplated by the Owner as described in subparagraph 3.02 (c) above, the Owner shall request, if necessary, a building permit from the Flathead County Building Department or State of Montana, and any other governmental or quasi- governmental entity with jurisdiction over the construction site. In no event shall an Owner (i) request a building permit or break ground prior to the DRB's approval of the Owner's proposed construction activity as described in subparagraph 3.02 (c) above, or (ii) commence any construction activity prior to obtaining (A) the DRB's approval of such construction activity as described in subparagraph 3.02 (e) above, and (B) a building permit and all other necessary permits and approvals from Flathead County, Montana, the District, the State of Montana or any other governmental or quasi-governmental entity with jurisdiction over the Construction Site.

3.03 Construction Inspections. In addition to any inspections required by the Flathead County Building Department, the State of Montana, the District and any other governmental or quasi-governmental entity with jurisdiction over the Construction Site, an Owner or Applicant must schedule the following inspections with the DRB.

- (a) Prior to commencing its construction activity, the Owner shall request a **site inspection** as described in subparagraph 3.02 (e) above.
- (b) Prior to any concrete being placed, the Owner shall request a **pre-concrete inspection** from the DRB. This inspection should occur after the concrete forms are in place, but before any concrete is poured. Prior to this inspection, Owner shall deliver to the DRB a professional survey, prepared and certified by a surveyor registered in the State of Montana, which shows the location of all building corners, confirms the building location is in compliance with all applicable building envelopes, setbacks, and easements.
- (c) At the **completion of framing (after trusses, but before roof sheathing)**, when the building height can be determined, the Owner shall request an inspection from the DRB.
- (d) Upon final **completion of all portions of the Construction Activity, including all landscaping and soils remediation** required in connection therewith that the DRB required the Owner to perform following the temporary Certificate of Compliance inspection described in subparagraph 3.04 (b) below, the

Owner shall request a final inspection from the DRB. Thereafter, the DRB shall inspect the construction site to ensure that all portions of the construction activity, including all such landscaping and soils remedial work, are fully complete and have been performed in compliance with the approved final working drawings and this regulation.

The DRB shall use its best effort to conduct the inspections described in subparagraph 3.03 (a) through (d) above within 48 hours after receiving written requests therefore. The DRB may enter upon a Construction Site at any reasonable time to inspect the progress of a Construction Activity and ensure compliance with approved final plans and this regulation. The DRB shall coordinate with Owner for this site inspection.

3.04 An Owner may not occupy or otherwise use any improvement constructed on a construction site until it has received (i) a Certificate of Compliance or Temporary Certificate of Compliance from the DRB.

(a) If an Owner has performed its construction activity in compliance with its approved final plans and this regulation, the DRB will issue a Certificate of Compliance to the Owner following a final inspection conducted under subparagraph 3.03 (d) above. If the Owner has failed to perform its construction activity, completed landscaping and all soils remedial work in compliance with its approved final plans and this regulation, the Owner shall promptly perform such work as the DRB shall require.

(b) If an Owner has performed its construction activity in compliance with its approval final plans and this regulation, but certain insubstantial details of construction or landscaping remain to be completed, the DRB may, but is not required to, issue a temporary Certificate of Compliance to the Owner following an inspection under paragraph 3.03 (d) above. If the Owner has failed to perform its construction activity in compliance with its approved final plans and this regulation, the Owner shall promptly perform such remedial work as the DRB shall require. The DRB may condition its issuance of a temporary Certificate of Compliance upon an increase in the amount of the Owner's Compliance Deposit as described in subparagraph 4.03 (f) below.

## **Section 4 - Compliance Deposit**

After the DRB approves an Owner's proposed construction activity as set forth in paragraph 3.02 (c) above, and prior to commencing such construction activity, the Owner shall deliver a Compliance Deposit to the DRB, on behalf of the Association, as security for the Owner's full and faithful performance of its construction activity, landscaping, and all soils remediation in accordance with its approved final plans and this regulation.

4.01 Amount of the Compliance Deposit. The amount of the Compliance Deposit shall be equal to two percent (2%) of the estimated cost of the construction, but not greater than,

\$10,000 per lot. Note, if the construction is for a multi-unit dwelling, e.g. a duplex, a Compliance Deposit will be required for each unit.

4.02 Form of Compliance Deposit. The Compliance Deposit shall be delivered to the DRB in cash, by certified or cashier's check or by wire transfer.

4.03 Administration of Compliance Deposit. The DRB, on behalf of the Association, shall administer each Compliance Deposit as follows:

(a) The DRB shall hold the Compliance Deposit security for the Owner's full and faithful performance of its construction activity, landscaping, and all soils remediation in accordance with its approved final plans and this regulation.

(b) The Association may use, apply or retain the whole or any part of a Compliance Deposit to the extent required to reimburse the DRB for any cost which the DRB may incur, or may be required to incur, by reason of an Owner's non-compliance in respect of any of the terms and conditions set forth herein. DRB shall be entitled to a fee in an amount equal to 15 percent of the amount of any costs incurred by DRB to cure any noncompliance by an Owner, which fee may be paid from the Compliance Deposit. If the amount of the Compliance Deposit is not sufficient to cure any such noncompliance by an Owner, the DRB may apply the Compliance Deposit in a manner which best mitigates the effects of such noncompliance. In addition, the DRB may use, apply or retain the whole or any part of a Compliance Deposit to pay for any fine imposed by DRB under paragraph 6.02 below that is not paid as and when the same becomes due and payable.

(c) The Association's decision to use the Compliance Deposit as permitted hereunder shall be at the sole and absolute discretion of the DRB upon written notification to Owner.

(d) If DRB so uses part or all of the Compliance Deposit as set forth in subparagraph 4.03 (b) above, then the Owner shall, within five days after written demand therefore from the DRB, pay the DRB the amount used to restore the Compliance Deposit to its original amount. Neither the Owner nor any other party shall have any rights of any kind or nature against the DRB, its officers, agents, employees, directors or attorneys arising out of the DRB use of the Compliance Deposit, unless the DRB is grossly negligent, or intentionally acts in bad faith.

(e) The DRB shall be under no obligation of any kind or nature to take any action to comply with all regulations pertaining to the Construction Activity.

(f) Any part of the Compliance Deposit not used by the DRB as permitted by subparagraph 4.03 (b) above shall be returned to the Owner within thirty days after the issuance of a Certificate of Compliance for the Development Site by the DRB. No portion of the Compliance Deposit shall be returned to an Owner upon the DRB's issuance of a temporary Certificate of Compliance. The DRB may condition its issuance of a temporary Certificate of Compliance upon its receipt from the Owner of funds sufficient to increase the amount of the Compliance Deposit to an amount equal

to the product obtained by multiplying (i) the cost of that portion of the construction activity that remains to be completed, as estimated by the DRB, by (ii) 1.15.

## **Section 5 - Construction Requirements**

Each Owner shall ensure that all construction activity that is performed on its construction site is performed in accordance with the following requirements.

5.01 Erosion Control and Vegetation Protection. DRB shall not approve any proposed Construction Activity under subparagraph 3.02 (c) above, unless and until it has first approved an Erosion Control, Soil Stabilization Plan, and a Revegetation Plan for the Construction Site. The Owner of the Construction Site is responsible for preparing and submitting such plans to the DRB. If the DRB rejects any such plan submitted by the Owner, the Owner shall make such changes to the plan as the DRB shall require and resubmit the plan to the DRB. Once the DRB has approved such plans for a Construction Site, the Owner shall ensure that all Construction Activity is performed in compliance with such plans. In addition, the Owner shall ensure that (a) trees not authorized for removal are not damaged; (b) brush, surplus soil, and other excavated debris are promptly removed from the construction site; (c) dust is controlled by a dust abatement method approved by the DRB; and (d) during all Construction Activity, all driveway, parking and laydown areas are covered with at least two inches of three-quarter inch screened rock.

5.02 Noise. Each Owner shall use all reasonable efforts to minimize external noise resulting from its construction activity. Notwithstanding the foregoing, an Owner shall not be required to comply with the noise limits set forth in the Association's Noise Regulation during the following days and hours: Monday through Saturday 7:30 a.m. to 7:00 p.m. unless required by other municipal entities having jurisdiction over the construction site.

5.03 Protection of Property. An Owner's Construction Activity shall be limited to its construction site. An Owner shall restore promptly any adjacent Development Sites or roads damaged during its Construction Activity to the DRB's satisfaction and, in any event, within thirty days after such damage occurs.

5.04 Temporary Structures. Temporary Structures may be maintained on a Construction Site. Temporary living quarters shall not be permitted on a construction site. All Temporary Structures erected on a Construction Site shall be removed within thirty days after completion of the Construction Activity. Plans for the placement and screening of temporary structures must be approved by the DRB prior to the erection of the Temporary Structures.

5.05 Water Connections and Toilets. A temporary water connection and an enclosed chemical toilet(s) must be available at all times when Construction Activity is taking place on a Construction Site. Chemical toilets shall be screened from view and shall be

located so as to minimize any adverse impacts on adjacent Development Sites.

5.06 Signs. No signs shall be displayed on a construction site without the prior written approval of the DRB. (Refer to Appendix G – Construction Regulations for signage restrictions.)

5.07 Roadway Maintenance. An Owner shall repair any damage to roads within Whitefish Mountain Resort caused by Construction Vehicles used in connection with such Owner's Construction Activity and shall keep all such roads free and clear of all materials rubbish and debris resulting from such Owner's Construction Activity. No road cuts, deletions or additions shall be made without the consent of the Whitefish Mountain Resort Master Association and/or Flathead County.

5.08 Deliveries. Construction material deliveries and Construction Vehicle access to a construction site must comply with the conditions set forth in the ODP and by Flathead County.

#### 5.09 Access and Parking

(a) Construction Vehicles shall gain access to Construction Sites only from existing roads adjacent to the Construction Sites.

(b) Prior to the site inspection described in subparagraph 3.02 (c) above, an Owner of a construction site or Applicant shall convey to the DRB for its review and approval (i) how and where construction vehicles will be parked at the Construction Site during the Construction Activity; (ii) the maximum number of construction vehicles that will be parked at or adjacent to the construction site at any one time; and (iii) the manner in which construction workers will be transported to and from the Construction Site.

(c) The DRB may require modifications to any proposed Parking and Transportation Plan submitted by an Owner or Applicant. Such modifications may include, without limitation, modifications that (i) alter designated Construction Vehicle parking areas; (ii) limit the maximum number of construction vehicles that may be parked at or adjacent to a construction site; (iii) alter the manner in which construction workers will be transported to and from the Construction Site.

5.10 Completion of Construction. Unless otherwise approved by the DRB, each Owner shall ensure that each Construction Activity it performs (a) commences within one year after the DRB's approval of final plans therefore; (b) is substantially complete within twelve months after commencement thereof; and (c) is fully and finally complete, including all required landscaping and soils remediation, within eighteen months after commencement thereof. Owners are expected to complete the construction process as outlined above. Building construction in parts or in phases or over an extended period of time beyond those outlined above will not be approved or allowed.

#### 5.11 Compliance with Laws and Regulations.

(a) Each Owner shall, at Owners own expense, comply with all terms and conditions of this regulation, the declaration and all other regulations promulgated from time to



time by DRB that are applicable to its Construction Activities.

(b) Each Owner shall, at its own expense, comply with all federal, state, and local laws, ordinance, orders, rules, regulations and other governmental requirements relating to its construction activities.

(c) Each Owner shall, at its own expense, ensure that its Owner representatives comply with the terms and conditions of subparagraphs 5.11 (a) and (b) above.

## **Section 6 - Enforcement**

If an Owner or any Owner representative violates any term or condition set forth herein, the DRB shall have the following rights and remedies.

6.01 Right to Cure. The DRB may, but is not obligated to, enter upon the construction site and cure such violation at the Owner's cost and expense. If the DRB cures any such violation, the Owner shall pay to the DRB the amount of all costs incurred by the DRB in connection therewith, plus an administrative fee equal to 15 percent of all of such costs, within five days after the Owner receives a written invoice therefore from the DRB.

6.02 Right to Fine. The DRB may impose a fine of \$100 against the Owner for the first violation of any term or condition of this Regulation. For each subsequent violation of that same term or condition, the DRB may impose a fine in an amount of the fine imposed against the Owner for the Owner's last violation of that same term or condition. The Owner shall pay any fine imposed under this paragraph 6.02 within five days after Owner receives written notice thereof.

6.03 Right to Sue for Injunctive Relief. The DRB may sue the Owner to enjoin such violation.

6.04 Right to Sue for Damages. The DRB may sue the Owner for all damages, losses, costs and expenses, including, without limitation, reasonable attorney's fees and disbursements incurred by the DRB as a result of the violation.

6.05 Lien. The DRB shall have a lien against the home site and all of the Owner's other properties within Whitefish Mountain Resort to secure payment of (a) any fee, charge, fine or other amount due from the Owner to the DRB under this regulation, (b) interest on any unpaid amounts at the rate of 18 percent per annum from the date due until paid, and (c) all costs and expenses of collecting any unpaid amounts, including, without limitation, reasonable attorney's fees and disbursements.

6.06 Other Rights and Remedies. The DRB shall have all other rights and remedies available to it at law or in equity. All rights and remedies of the DRB shall be cumulative and the exercise of one right or remedy shall not preclude the exercise of any other right or remedy.

## **Section 7 - Appeals of Fines**

An Owner may appeal any fine imposed against the Owner by the DRB to the DRB's Fine Appeals Committee (FAC) in accordance with the following terms and conditions. Within five days after receiving written notice from the DRB that such entity is imposing a fine against the Owner, the Owner may file a written appeal with the FAC. If the Owner fails to file a written appeal with the FAC within such five-day period, the Owner shall have no further right to appeal the fine under this Section 8. If the Owner files a written appeal within such five-day period, the FAC shall review such appeal and within 45 days deliver a written decision with respect thereto to the Owner and to the DRB, as the case may be, within thirty days after its receipt of such appeal. If the FAC decides in favor of the Owner, the DRB, as the case may be, shall revoke its notice imposing the fine. If the FAC decides in favor of the DRB as the case may be, the Owner shall pay such fine within five days after its receipt of the FAC's decision.

## Appendix H - Tree Removal Procedures

- 1) Concurrently with the submission of the final working drawing package, a DRB site inspection is to be scheduled. During this site visit the DRB will review the stakes for the house and driveway. In addition, the owner is to identify trees planned for removal and trees to be saved within disturbed areas.
  - For proposed tree removals:
    - a. Bright pink flagging with a single band on all trees greater than 12 inches in diameter within the Building Envelope.
    - b. Bright pink flagging with a double band on all trees greater than 3 inches in diameter outside the Building Envelope.
    - c. Where removal of prominent clusters or groves of trees is proposed, wrap flagging tape around entire group.
  - For trees to be saved within disturbed areas:
    - a. White flagging on all trees with handwritten note "save".
  - Prior to the site inspection, the owner is to submit plans, details, and specifications for proposed tree protection and maintenance during construction and permanent improvements such as tree wells, aeration systems etc., for trees to be saved within disturbed areas.
- 2) The DRB staff will review the flagging on site and the plans with the owner.
- 3) Flagging on the trees is to be changed as directed by the DRB and left in place on the trees to be saved for the duration of the construction process.
- 4) The final working drawings are to include existing trees to be saved on the site plans and landscape plans along with the previously reviewed and approved documents for tree protection, maintenance, fertilization, and permanent improvements such as tree wells, aeration systems, etc., maintenance during construction and permanent improvements such as tree wells, aeration systems etc., for trees to be saved within disturbed areas.

## Neighborhood Plant List

*Botanical  
Name*

*Common  
Name*

### Trees

<i>Abies balsamea</i>	<i>Subalpine Fir</i>
<i>Abies concolor</i>	<i>White Fir</i>
<i>Abies grandis</i>	<i>Grand Fir</i>
<i>Abies lasiocarpa</i>	<i>Subalpine Fir</i>
<i>Acer ginnala</i>	<i>Amur Maple</i>
<i>Acer negundo</i>	<i>Boxelder</i>
<i>Alnus glutinosa</i>	<i>Common Alder</i>
<i>Celtis occidentalis</i>	<i>Common Hackberry</i>
<i>Fraxinus pennsylvanica lanceolata</i>	<i>Green Ash Sutherland</i>
<i>Juniperus scopulorum</i>	<i>Rocky Mountain Juniper</i>
<i>Picea abies pungens glauca</i>	<i>Colorado Blue Spruce</i>
<i>Pinus contorta</i>	<i>Lodgepole Pine</i>
<i>Pinus flexilis</i>	<i>Limber Pine</i>
<i>Pinus ponderosa</i>	<i>Ponderosa Pine</i>
<i>Pinus sylvestris</i>	<i>Scotch Pine</i>
<i>Populus tremuloides</i>	<i>Quaking Aspen</i>
<i>Prunus maackii</i>	<i>Amur Chokecherry</i>
<i>Prunus padus</i>	<i>Mayday Tree</i>
<i>Prunus virginia 'Schuberti'</i>	<i>Schubert's Chokecherry</i>
<i>Pseudotsuga menziesii</i>	<i>Douglas Fir</i>
<i>Sorbus aucuparia</i>	<i>European Mountain Ash</i>
<i>Thuja plicata</i>	<i>Giant Cedar</i>

### Shrubs

<i>Acer glabrum</i>	<i>Rocky Mountain Maple</i>
<i>Caragana arborescens</i>	<i>Common Caragana</i>
<i>Cornus stolonifera (sericea)</i>	<i>Red Twigged Dogwood</i>
<i>Picea abies nidiformis</i>	<i>Birds Nest Spruce</i>
<i>Cotoneaster lucida</i>	<i>Hedge Cotoneaster</i>
<i>Juniperus communis</i>	<i>Common Juniper</i>
<i>Physocarpus opulifolius</i>	<i>Common Ninebark</i>
<i>Potentilla fruticosa 'Jackman'</i>	<i>Jackman Bush Cinquefoil</i>
<i>Rhamnus cathartica</i>	<i>Common Buckthorn</i>
<i>Rhus trilobata</i>	<i>Skunkbrush Sumac</i>
<i>Ribes alpinum</i>	<i>Alpine Currant</i>
<i>Ribes aureum</i>	<i>Golden currant</i>
<i>Rosa woodsii</i>	<i>Woods Rose</i>
<i>Sambucus canadensis aurea</i>	<i>Golden Elder</i>
<i>Shepherdia argentea</i>	<i>Silver Buffaloberry</i>
<i>Symphoricarpos s alba</i>	<i>Common Snowberry</i>
<i>Tagua canadensis</i>	<i>Hemlock</i>
<i>Taxus brevifolia</i>	<i>Yew</i>

## Groundcovers

<i>Achillea millefolium</i>	<i>Yanon Yarrow</i>
<i>Aegopodium podagraria</i>	<i>Bishops Goutweed</i>
<i>Alyssum saxatile</i> <i>Alysus</i>	<i>Basket of Gold</i>
<i>Agrophyron smithii</i>	<i>Western Wheatgrass Carpet</i>
<i>Ajuga reptans</i>	<i>Bugleweed</i>
<i>Aquilegia hybrids</i>	<i>Columbine</i>
<i>Arabis alpina</i>	<i>Rockcross</i>
<i>Arctostaphylo s uva-ursi</i>	<i>Kinnikinnick</i>
<i>Cerastium tomentosum</i>	<i>Snow-in- Summer</i>
<i>Chrysanthem um maximum</i>	<i>Shasta Daisy</i>
<i>Dianthus barbatus</i>	<i>Dianthus</i>
<i>Escolvia californic</i>	<i>California Poppy</i>
<i>Festuca ovina glauca</i>	<i>Blue Fescue</i>
<i>Festuca rubra</i>	<i>Red Fescue</i>
<i>Hemerocallis</i>	<i>Daylily</i>
<i>Hosta varieties</i>	<i>Hosta</i>
<i>Iberis sempervirens</i>	<i>Candytuft</i>
<i>Iris x germanis</i>	<i>Hardy Iris</i>
<i>Linum lewisii</i>	<i>Lewis flax</i>
<i>Lupinus 'Russel Hybrids'</i>	<i>Lupine</i>
<i>Myosotis scorpioides</i>	<i>Forget Me Not</i>
<i>Phlox sublata</i>	<i>Creeping Phlox</i>
<i>Potentilla verna</i>	<i>Spring Cinquefoil</i>
<i>Sedum 'Autumn Joy'</i>	<i>Sedum</i>
<i>Sempervivum hybrids</i>	<i>Hens-n-Chix</i>
<i>Thymus serpyllum</i>	<i>Mother of Thyme Common</i>
<i>Vinca minor</i>	<i>Periwinkle</i>

# Appendix I - Minor Remodel Residential Application

Application Date \_\_\_\_\_

## Section 1 - Project Information

### A. Description of Project

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### B. Location of Project

Subdivision \_\_\_\_\_ Lot # \_\_\_\_\_

Street Address \_\_\_\_\_

### C. Name of Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

### D. Name of Applicant (if different) \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

### E. Name of Architect \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

I have read and will comply with the Whitefish Mountain Resort Construction Activities and Compliance Deposit Regulation concerning construction activities and compliance deposit regulations of Whitefish Mountain Resort.

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Printed Name of Signatory

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Signature Date

## **Section 2 - Submittal Requirements**

The following drawing requirements are to be of a professional manner clearly identifying scale, sizing, and design. Submit one set (11" x 17" reductions).

- A. **Site Plan** (*if construction changes the outline of the existing building e.g. the addition of a storage unit*)

*The final site plan (scale: 1/4"=1'-0") shall indicate proposed building footprint(s), roof drip line, property boundaries and easements, scale and north direction, utility locations, existing vegetation, existing and proposed one (2) foot contours, areas of cut and fill, drainage, limits of construction, proposed roads, driveways, sidewalks, decks, and any other proposed improvements. Proposed driveways should include spot elevations. Snow storage areas should be located and building site coverage as a percent of land area should be noted on plans.*

- B. **Footing and Foundation Plan** (*scale: 1/4"=1'-0"*). *If construction changes the outline of the existing building e.g. the addition of a storage unit.*)

*Submit plans and sections to illustrate the location and size of foundation walls and footings. Foundation plans should clearly indicate unexcavated and crawl space areas.*

- C. **Floor Plans** (*scale: 1/4"=1'-0"*). *If construction changes the outline of the existing building e.g. the addition of a storage unit.*)

*Indicate all room dimensions, door and window locations and sizes, location mechanical and electrical systems and fire sprinkler and monitoring systems. Indicate the location and type of all exterior lighting fixtures, proposed fireplaces, and kitchen appliances.*

- D. **Elevations** (*scale: 1/4"=1'-0"*). *If construction changes the outline of the existing building e.g. the addition of a storage unit, permanent screening, shade structure, etc.)*

*Describe all exterior materials, colors, and finishes (walls, roofs, trim, chimneys, windows, doors, etc.) and locate all exterior lighting fixtures. Samples are required for all exterior materials, colors, and finishes. These can be on physical materials, from brochures, or via websites.*

- E. **Design Review Meeting Fee (\$300)**

# Appendix J – Big Mountain Sewer District Regulations and Application

Big Mountain Sewer District  
P. O. Box 1252  
Whitefish MT 59938  
Bigmtsewerdist@gmail.com

Date October 8, 2020

Dear Sewer District Landowner:

This letter summarizes the process for landowner(s) to gain approval for new construction and remodeling on lands serviced by the Big Mountain Sewer District.

Prior to construction landowners must gain approval from the district to connect into the Big Mountain Sewer District sewer system. This includes all new construction and remodeling of an existing structure where water or sewer fixtures are relocated or modified. Any construction activity prior to obtaining a permit will result in a 50% late fee assessed to the owner and may result in the denial of the application. An application form and one complete set of working diagrams must accompany application for approval. Working diagrams need to include a list, by building elevation, of plumbing fixtures in accordance with the definitions provided in the current edition of the Uniform Plumbing Code. This information should be submitted to the Utilities Department of Winter Sports, Inc., P. O. Box 1400, Whitefish, MT. 59937. The connection fees will be calculated by the department and are payable to The Big Mountain Sewer District. The Big Mountain Sewer District will accept or reject the proposed plans within twenty (20) days of receiving the application. The approval is in effect for a period of one (1) year from date of acceptance or unless otherwise specified by the Big Mountain Sewer District Board of Directors. At that time, if construction has not begun the approval expires and a new application must be submitted. The Big Mountain Sewer District reserves the right to inspect all permitted projects, any modifications to the permitted diagrams may require additional application or assessment.

The Big Mountain Sewer District and the City of Whitefish have entered into an agreement utilizing Big Mountain Sewer District transmission lines and the City of Whitefish wastewater treatment facility. This agreement requires the Big Mountain Sewer District to adopt the City of Whitefish rules and regulations for Wastewater Utility and to calculate and collect the hookup fees using the City of Whitefish Plant Investment Fees Schedule, SC/2 Outside. Plant Investment Fees are payable to the Big Mountain Sewer District prior to construction.

Annual Sewer District fees will be billed on your Flathead County Tax notices.



If you have questions, please feel free to contact the District at the address listed above.

Sincerely,

Big Mountain Sewer District

Board of Directors

Enclosures: Application; Regulations of the Big Mountain Sewer District as revised on  
October 8, 2020

## ***Section 1 – Regulations of the Big Mountain District***

Date of Revision: October 8, 2020

**USE OF DISTRICT SEWER REQUIRED:** The owners of all occupied buildings containing toilet(s) or other water fixtures and situated within the District boundaries are hereby required at their expense to connect their building sewer with the District sewer. No privy, privy vault, septic tank, cesspool or other individual means of sewage disposal is allowed within the Big Mountain Sewer District.

In addition, it is the policy of the Big Mountain Sewer District that all hot tubs, spas and swimming pools be drained into the sewer system for environmental reasons.

**SEWER CONSTRUCTION:** No unauthorized person shall uncover, make any connections with or opening into, use, alter or disturb any public sewer or appurtenance thereof without first obtaining a permit from the General Manager or Board of Directors. The owner shall make application on a special form furnished by the District and available at the office of the District. The permit application shall be supplemented by any specifications, plans or other information considered pertinent in the judgment of the General Manager or Board of Directors.

All costs and expenses incidental to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the District from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer. This indemnification is included in the application.

A separate and independent building sewer shall be provided for every building except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court and/or driveway. The building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.

No person shall make connection of roof down spouts, exterior foundation drains, areaway drains or other sources of surface runoff or ground water to a building sewer or building drain, which in turn is connected directly or indirectly to the District sanitary sewer.

The minimum size sewer from building to District sewer shall be four (4) inches; the minimum grade of this sewer shall be 1/8 inch per foot. The sewer shall be cast-iron sewer pipe or PVC sewer pipe. PVC pipe used for service lines shall be SDR35 gravity sewer pipe having a minimum wall thickness of 0.125 for 4 diameter pipe and 0.180 for 6 diameter pipe. Joints shall be waterproof and root-proof.

The applicant for the building sewer permit shall notify Big Mountain Sewer district, at least 48 hours in advance, when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the District representative. A final fixture count inspection will be completed at the close of

construction.

Connection to the District sewer will be made at approved locations in the District sewer system. For Y connections, fully gasketed PVC saddles, which are glued and clamped in place with stainless steel straps, shall be installed. Where a saddle is used, a neat hole shall be first cut in the pipe so that the sewage can pass into the District sewer without obstruction and the saddle can adequately cover the hole. The entry into the District sewer should be made in a downstream direction at an angle of about 45 degrees. There shall be a firm bed under the newly installed connection. Couplings shall be a solid steel sleeve type. Rubber no hub couplings are not allowed.

The backfill around the connection should be sand or  $\frac{3}{4}$  minus material compacted to a depth of one (1) foot over the pipe.

**CONSTRUCTION SAFETY:** In accordance with generally accepted construction practices and the requirement of the Occupational Safety and Health Administration Standards, the Contractor or Permittee shall be solely and completely responsible for conditions on the job site, including safety of all persons and property affected directly or indirectly by his operations during the performance of the work. This requirement will apply continuously 24 hours per day until acceptance of the work by the Water Company and shall not be limited to normal working hours.

The Contractor or Permittee shall provide adequate signs, barricades, red lights and watchmen and take all necessary precautions for the protection of the work and the safety of the public. The "Manual on Uniform Traffic Control Devices for Streets and Highways" shall be followed for guidance and warnings to provide information necessary for the safety of the public.

All barricades and obstructions shall be protected at night by suitable signal lights which shall be kept burning from sunset to sunrise. Barricades shall be of substantial construction and shall be painted such as to increase their visibility at night. Suitable warning signs shall be so placed and illuminated at night so as to show in advance where construction, barricades or detours exist.

Streets, sidewalks, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to Sewer District regulations. Backfilling of the sewer trench will in general require compaction under public streets.

**MATERIALS NOT PERMITTED IN DISTRICT SEWERS.** No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewer:

Storm water, surface water, ground water, roof runoff, sub-surface drainage, uncontaminated cooling water or unpolluted industrial process water.

Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive

liquid, solid or gas.

Any waters or wastes containing toxic or poisonous solids, liquids or gasses in sufficient quantity, either singly or by interaction with other wastes, to injury or interfere with any sewage treatment process, constitute a hazard to human or animals, create public nuisance, or create any hazard in the receiving waters of the sewage treatment plant, including but not limited to cyanides in excess of two (2) mg/l as CN in the wastes as discharged to the public system.

Any water or wastes having a pH lower than 5.5 or having any other corrosive property capable of causing damage or hazard to sewers, structures, equipment and personnel of the sewage works.

Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the sewage works, such as, but not limited to: ashes, cinders, sand, mud, straw, shaving, metal, glass, rags, feathers, tar, plastics, wood, whole blood, paunch manure, hair and fleshings, entrails, paper dishes, cups, milk containers, etc. either whole or ground by garbage grinders.

Grease, oil, sand interceptors and/or other treatment devices shall be provided when, in the opinion of the Big Mountain Sewer District or the State and County Health Departments, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, organic materials in excessive amounts, or any flammable waste, sand or other harmful ingredients. All interceptors or treatment devices shall be of a type and capacity approved by Big Mountain Sewer District and shall be located as to be readily and easily accessible for cleaning and inspection. Installation of a grease containment device is mandatory for all newly constructed restaurants and/or pubs.

Where preliminary treatment or flow-equalizing facilities are provided for any waters or wastes, the owner at his expense shall maintain them continuously in satisfactory and effective operations.

**Section 2 - Application for Big Mountain Sewer Connection Approval**

**Big Mountain Sewer District**

OWNER NAME: \_\_\_\_\_ Phone: \_\_\_\_\_

OWNER BUILDING ADDRESS: \_\_\_\_\_

OWNER MAILING ADDRESS: \_\_\_\_\_

OWNER EMAIL ADDRESS: \_\_\_\_\_

LOT NUMBER & LOCATION \_\_\_\_\_

NEW CONSTRUCTION BUILDING TYPE: Single Family, Duplex, Townhome, Condominium,  
Other.

REMODEL CONSTRUCTION TYPE: \_\_\_\_\_

PROJECTED CONSTRUCTION START DATE: \_\_\_\_\_

Please provide 1 set of working drawings and a fixture count list for each floor with the application. The District Representative will calculate the **Plant Investment Fees** (PIF), payable to the Big Mountain Sewer District **prior** to construction activity. Connections must be inspected and approved by a Big Mountain Sewer District representative before completion of excavation, fixture inspection upon building completion.

Applicant waives all rights of subrogation claims against the Big Mountain Sewer District and agrees to indemnify and save harmless the Big Mountain Sewer District from any and all claims or demands by any person or persons whosoever, relating to injury, loss or damage received by an such person or person as a result of Applicant's construction and/or installation of the sewer or connection.

OWNERS SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Please submit application to: **Big Mountain Sewer District**  
**P.O. Box 1252**  
**Whitefish, MT 59937**

Inspections may be scheduled Monday through Friday by providing a 48-hour notice to the Utility Department at 406-862-1991 or the information center at 406-862-2900.

\*\*\*\*\*

Big Mountain Sewer District Administrative Use Only

APPROVED: \_\_\_\_\_

DISAPPROVED: \_\_\_\_\_

Fees: \_\_\_\_\_

Date: \_\_\_\_\_

Excavation Inspection Date: \_\_\_\_\_

Fixture Count Inspection Date: \_\_\_\_\_

# Appendix K – Big Mountain Water Company Regulations and Application

May 4, 2018

This summary is not meant to replace the Big Mountain Water Company Rules and Regulations. To access a complete copy of our current rules and regulations please visit our web site at.(insert link) Application Forms and Regulations are also available by calling Jason Hanchett at 406-862-1991 or Sharon Lyon at 862-1941.

## Plan Review

Application for hook up to the Big Mountain Water Company services must be made to the Water Company. If you are applying for a Big Mountain Sewer District connection we will use the building plans that you have submitted for that permit. Otherwise a full set of building plans shall be submitted to the Big Mountain Water Company for their review. Fire sprinkler/suppression systems must be noted on the plans.

## Construction Inspection

Construction work, including individual water hook connections, must be inspected and approved by a Big Mountain Water Company representative prior to hook up. Please note that inspections require 48 hour advanced notice by calling 862-1991 Monday through Friday. Final inspection will include meter, remote and back flow prevention assembly.

## Equipment Use

All Fire Hydrants and Water Service Equipment used to provide water to consumers must be metered. Any unauthorized or fraudulent use or tampering with Water Company's regulating or measuring equipment is prohibited. Water shut of valves or curb boxes are considered to be part of the customer's service line and need to be maintained, accessible and in good working order.

## Equipment

All water service lines must be equipped with a Big Mountain Water Company approved water meter and back flow prevention assembly. See addendum "A". The Big Mountain Water Company will provide your water meter. Installation of the meter and remote wire and remote readout pad are the responsibility of the owner. Backflow Assembly installation and testing is the responsibility of the owner.

The meter can be obtained by contacting Water Company personnel in the Maintenance Building. 3808 Big Mountain Road, telephone (406) 862-1991. All facilities and buildings are required to have the meter, remote readout and backflow prevention assembly installed at the time water service is turned on to the building Any variance to these conditions must be approved in writing prior to start of construction.

#### Meter Location

In all cases the meter must be located where it is easily accessible for reading purposes and repairs. The remote readout pad shall be located at or near the front of the building and should be readily accessible year round. A minimum of 32 inches of clearance will be maintained around the meter for accessibility. Meters located in crawl spaces must meet accessibility requirements. The consumer must also furnish proper protection from frost or other damage.

Thank you,

Jason Hanchett  
Big Mountain Water Company  
PO Box 1400  
Whitefish Montana 59937

406-862-1991  
[jasonh@skiwhitefish.com](mailto:jasonh@skiwhitefish.com)





# BIG MOUNTAIN WATER COMPANY

PO Box 1400, Whitefish, MT 59937  
www.bigmountainwatercompany.com

## APPLICATION FOR SERVICE

NEW SERVICE/NEW CONNECTION (\$500.00 FEE)       EXISTING SERVICE (NEW OWNERSHIP)

PROPERTY SERVICE ADDRESS \_\_\_\_\_

PROPERTY SERVICE PHONE \_\_\_\_\_

OWNER BILLING INFORMATION

Owner Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_ Secondary Email (optional): \_\_\_\_\_

How would you like to receive your statement? (Choose One):

POSTAL                       EMAIL                       BOTH

PROPERTY MANAGEMENT INFORMATION (IF APPLICABLE)

Property Management Company: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

EMERGENCY CONTACT INFORMATION

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

X \_\_\_\_\_  
(Property Owner Signature)                      Print Name                      (Date)



# BIG MOUNTAIN WATER COMPANY

## APPLICATION FOR DIRECT WITHDRAWAL

PROPERTY SERVICE ADDRESS: \_\_\_\_\_

### DIRECT WITHDRAWAL INFORMATION

Account Type (please circle one):    Checking    Savings  
Type (please circle one):            Personal    Business    Other

Bank Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

Routing Number: \_\_\_\_\_  
(9 digit number)

#### Personal Check

123456789

Sample routing transit number

#### Business Check

123456789

Sample routing transit number

***I hereby authorize Big Mountain Water Company to withdrawal funds from my account***

X \_\_\_\_\_  
(Signature) \_\_\_\_\_ (Date)

X \_\_\_\_\_  
(Print Name)

## Appendix L - Design Bibliography

The following bibliography is intended to aid applicants and their architects in the design of buildings appropriate to the design goals of these guidelines.

Barnes, Christine Great Lodges of the West. OR: W.W. West Publishing, 1997. Campbell, Regina "Grand Hotels in National Parks." Arts and Architecture I:53-54.

Griffin, Rachel A Guided Tour of Timberline Lodge. Portland, OR: Friends of the Timberline, 1979.

Harrison, Laura Soulliere Architecture in the Parks, National Historic Landmark Theme Study. Washington, DC: U.S. Department of the Interior, National Park Service, 1986.

Jordan, Terry G. Texas Log Buildings, A Folk Architecture. TX: University of Texas Press, 1977.

Kaiser, Harvey H. Great Camps of the Adirondacks. Boston, MA: D.R. Godine, 1982.

Kaiser, Harvey H. Landmarks in the Landscape. CA: Chronicle Books, 1997.

McMillon, Bill The Lodges and Hotels of our National Parks. South Bend, IN: Icarus Press, 1983.

Rohrbough, Malcolm J. Aspen: The History of a Silver Mining Town 1879-1893. NY: Oxford University Press, 1986.

U.S. Department of the Interior, National Park Service. Sequoia & Kings Canyon National Parks: Architectural Character Guidelines, Inventory of Significant Structures (2 vols.), 1989.