CITY COUNCIL WORK SESSION
CITY COUNCIL CHAMBER CONFERENCE ROOM
MONDAY, NOVEMBER 4, 2013, 5:00 to 7:00 PM

1. Call to Order

2. Work session on the Downtown Master Plan Update (documents are in the packet under the Public Hearing item)

3. Public Comment

4. Adjournment

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CITY COUNCIL REGULAR MEETING AGENDA

The following is a summary of the items to come before the City Council at its regular session to be held on Monday, November 4, 2013, at **7:10 p.m.** at City Hall, 402 East Second Street.

Ordinance numbers start with 13-10. Resolution numbers start with 13-33.

1) CALL TO ORDER

2) PLEDGE OF ALLEGIANCE

3) PRESENTATIONS – Presentation of Loss Control Award from our insurance provider for Lowest Incurred Dollars in the Liability Program for 2nd Class Cities in Montana for FY13 (p. 22)

4) COMMUNICATIONS FROM THE PUBLIC – (This time is set aside for the public to comment on items that are either on the agenda, but not a public hearing or on items not on the agenda. City officials do not respond during these comments, but may respond or follow-up later on the agenda or at another time. The Mayor has the option of limiting such communications to three minutes depending on the number of citizens who want to comment and the length of the meeting agenda)

5) COMMUNICATIONS FROM VOLUNTEER BOARDS

6) CONSENT AGENDA (The consent agenda is a means of expediting routine matters that require the Council's action. Debate does not typically occur on consent agenda items. Any member of the Council may remove any item for debate. Such items will typically be debated and acted upon prior to proceeding to the rest of the agenda. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC)
   a) Minutes from the October 21, 2013 Council regular session (p. 24)
   b) Ordinance No. 13-07; An Ordinance rezoning a parcel of land known as 6010 Highway 93 S, approximately 5.766 acres, from County Suburban Agriculture and City Agriculture to Whitefish Country Residential (2nd Reading) (p. 42)
   c) Ordinance No. 13-08; An Ordinance rezoning a parcel of land known as 6200 Highway 93 S, approximately 13.888 acres, from Whitefish Agriculture to Whitefish Estate Residential and Whitefish Secondary Business (2nd Reading) (p. 44)
   d) Ordinance No. 13-09; An Ordinance rezoning a parcel of land known as 320 Haugen Heights, approximately 35.359 acres, from Whitefish Country Residential to Whitefish Estate Residential (2nd Reading) (p. 46)

7) PUBLIC HEARINGS (Items will be considered for action after public hearings) (Resolution No. 07-33 establishes a 30 minute time limit for applicant's land use presentations. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC))

   a) Application from Nick Fullerton Architects on behalf of 3013 Iron Horse Drive LLC for a Conditional Use Permit for a guest house at 3013 Iron Horse Drive (p. 49)

b) Application from Neil Stuber and Corrie Colbert on behalf of Hurraw! Balm for a Conditional Use Permit for an expanded home occupation permit at 625 Park Avenue (p. 77)
c) Application from Digital Skylines representing Verizon Wireless for a Conditional Use Permit to replace an 80' baseball field light with a new 80' light pole holding both field lights and cellular wireless panel antennas as well as a 1375 sq ft fenced area enclosing the pole and a 12' x 26' equipment building at the ball field at Memorial Park owned by the City of Whitefish at the corner of E. 2nd St and Pine Avenue (p. 103)
d) Resolution No. 13-___; A Resolution indicating its intention to adopt amendments to the Whitefish Downtown Business District Master Plan as an amendment to the 2007 Whitefish City-County Master Plan (2007 Growth Policy) (p. 138)
e) Resolution No. 13-___; A Resolution indicating its intention to adopt a Whitefish Parks and Recreation Master Plan as an amendment to the 2007 Whitefish City-County Master Plan (2007 Growth Policy) (p. 211)
f) Resolution 13-___; A Resolution to approve a petition to the Montana Department of Fish, Wildlife & Parks to limit a portion of the Whitefish River to manually powered or electric motors only in order to protect public safety and provide resource protection in the riparian zone (p. 336)

8) COMMUNICATIONS FROM FIRE CHIEF
a) Contract award for Fire Water Tender apparatus (p. 355)

9) COMMUNICATIONS FROM PLANNING AND BUILDING DIRECTOR
a) Consideration of application from Whitefish Credit Union, on behalf of Lookout Ridge Investors, LLC, for a two year extension of the Lookout Ridge Preliminary Plat (p. 360)

10) COMMUNICATIONS FROM PUBLIC WORKS DIRECTOR
a) Resolution No. 13-___; A Resolution establishing "No Parking" Zones on portions of West Sixth Street and O'Brien Avenue (areas within 6th and Geddes project reconstruction area) (p. 398)
b) Consideration of awarding an engineering consulting contract for the design of 2014 Water Infrastructure Improvements Project - water distribution lines (p. 405)
c) Consideration of awarding an engineering consulting contract for the Birch Point and Miller (City Beach area) wastewater lift stations (p. 408)

11) COMMUNICATIONS FROM CITY MANAGER
a) Written report enclosed with the packet. Questions from Mayor or Council? (p. 411)
b) Other items arising between October 30th and November 4th

12) COMMUNICATIONS FROM MAYOR AND CITY COUNCILORS
a) Standing budget item
b) Letter from Kevin McCready regarding police enforcement of complaints (p. 417)
c) Letter from Deborah Mallams regarding MDT plans for a median on Hwy 93 North by Signature Plaza (p. 421)

13) ADJOURNMENT (Resolution 08-10 establishes 11:00 p.m. as end of meeting unless extended to 11:30 by majority)

The following Principles for Civil Dialogue are adopted on 2/20/2007 for use by the City Council and by all boards, committees and personnel of the City of Whitefish:

- We provide a safe environment where individual perspectives are respected, heard, and acknowledged.

- We are responsible for respectful and courteous dialogue and participation.

- We respect diverse opinions as a means to find solutions based on common ground.

- We encourage and value broad community participation.

- We encourage creative approaches to engage public participation.

- We value informed decision-making and take personal responsibility to educate and be educated.

- We believe that respectful public dialogue fosters healthy community relationships, understanding, and problem-solving.

- We acknowledge, consider and respect the natural tensions created by collaboration, change and transition.

- We follow the rules and guidelines established for each meeting.

Adopted by Resolution 07-09
February 20, 2007

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October 30, 2013

The Honorable Mayor Muhlfeld and City Councilors
City of Whitefish
Whitefish, Montana

Mayor Muhlfeld and City Councilors:

Monday, November 4, 2013 City Council Agenda Report

There will be a work session at 5:00 p.m. to review the proposed Downtown Master Plan Update – Don Arambula of Crandall-Arambula will be present. We will provide food.

The regular Council meeting will begin at 7:10 p.m.

CONSENT AGENDA (The consent agenda is a means of expediting routine matters that require the Council's action. Debate does not typically occur on consent agenda items. Any member of the Council may remove any item for debate. Such items will typically be debated and acted upon prior to proceeding to the rest of the agenda. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC)

a) Minutes from the October 21, 2013 Council regular session (p. 24)
b) Ordinance No. 13-07; An Ordinance rezoning a parcel of land known as 6010 Highway 93 S, approximately 5.766 acres, from County Suburban Agriculture and City Agriculture to Whitefish Country Residential (2nd Reading) (p. 42)
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d) Ordinance No. 13-09; An Ordinance rezoning a parcel of land known as 320 Haugen Heights, approximately 35.359 acres, from Whitefish Country Residential to Whitefish Estate Residential (2nd Reading) (p. 46)

RECOMMENDATION: Staff respectfully recommends the City Council approve the Consent Agenda.

Item a is an administrative decision, items b-d are quasi-judicial decisions.

PUBLIC HEARINGS (Items will be considered for action after public hearings) (Resolution No. 07-33 establishes a 30 minute time limit for applicant's land use presentations. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC))

a) Application from Nick Fullerton Architects on behalf of 3013 Iron Horse Drive LLC for a Conditional Use Permit for a guest house at 3013 Iron Horse Drive (p. 49)

From Planner II Bailey Minnich's transmittal letter:

Summary of Requested Action: Nick Fullerton on behalf of 3013 Iron Horse Drive LLC is requesting approval of a Conditional Use Permit to allow for a guest house at 3013 Iron Horse Drive. The property is currently developed with a single family home. The property is zoned WCR/WPUD (County Residential District with Planned Unit Development overlay). The Whitefish Growth Policy designates this property as "Suburban Residential".

Planning Board Action: The Whitefish City-County Planning Board met on October 17, 2013 and considered the request. Following the hearing, the Planning Board unanimously recommended approval of the above referenced conditional use permit with seven (7) conditions. (Blake, Vail and Smith were absent)

Planning & Building Department Recommendation: Staff recommended approval of the above referenced conditional use permit with seven (7) conditions set forth in the attached staff report.

Public Hearing: No members of the public wished to speak at the Planning Board hearing. The draft minutes for this item are attached as part of this packet.

A full staff report and other documents are in the packet.

RECOMMENDATION: Staff respectfully recommends that the City Council, after considering testimony at the public hearing and the recommendations from the Planning Board and city staff, approve an application from Nick Fullerton Architects on behalf of 3013 Iron Horse Drive LLC for a Conditional Use Permit for a guest house at 3013 Iron Horse Drive with seven (7) conditions.

This item is a quasi-judicial matter.

b) Application from Neil Stuber and Corrie Colbert on behalf of Hurraw! Balm for a Conditional Use Permit for an expanded home occupation permit at 625 Park Avenue (p. 77)

From Senior Planner Wendy Compton-Ring's transmittal letter:

Summary of Requested Action: Neil Stuber and Corrie Colbert on behalf of Hurraw! Balm LLC are requesting approval of a Conditional Use Permit to allow an expanded home occupation at 625 Park Avenue. The property is currently developed

with a single family home. The property is zoned WR-4 (High Density Multi-Family Residential District). The Whitefish Growth Policy designates this property as "High Density Residential".

Planning Board Action: The Whitefish City-County Planning Board met on October 17, 2013 and considered the request. Following the hearing, the Planning Board unanimously recommended approval of the above referenced conditional use permit with seven (7) conditions. (Blake, Vail and Smith were absent) The Planning Board also amended condition of approval #4 for Council consideration:

4. A minimum of ~~600~~ 250 square feet of the building shall be converted into a residential unit. ~~for the owner or a current employee and shall be continuously occupied for the duration of the home occupation.~~

Planning & Building Department Recommendation: Staff recommended approval of the above referenced conditional use permit with seven (7) conditions set forth in the attached staff report.

Public Hearing: Two members of the public spoke in support of the project at the Planning Board hearing. The applicant spoke at the hearing and voiced his concerns with the requirement of the residential requirement. While the applicant admitted it is an issue with the zoning regulations, they have a desire to utilize the entire structure for their business. The Planning Board acknowledged the concern, but recognized that the zoning and the home occupation requirements require a residential component. The Planning Board did recommend to reduce the residential component to 250 square feet from 600 square feet. The draft minutes for this item are attached as part of this packet.

A full staff report and other documents are in the packet.

RECOMMENDATION: Staff respectfully recommends that the City Council, after considering testimony at the public hearing and the recommendations from the Planning Board and city staff, approve an application from Neil Stuber and Corrie Colbert on behalf of Hurraw! Balm for a Conditional Use Permit for an expanded home occupation permit at 625 Park Avenue subject to seven (7) conditions.

This item is a quasi-judicial matter.

c) Application from Digital Skylines representing Verizon Wireless for a Conditional Use Permit to replace an 80' baseball field light with a new 80' light pole holding both field lights and cellular wireless panel antennas as well as a 1375 sq ft fenced area enclosing the pole and a 12' x 26' equipment building at the ball field at Memorial Park owned by the City of Whitefish at the corner of E. 2nd St and Pine Avenue (p. 103)

From Planning and Building Director Dave Taylor's transmittal letter:

Summary of Requested Action: This is a request for a conditional use permit by Kevin Howell/Digital Skylines for Verizon Wireless for a Wireless Service Facility on property owned by the City of Whitefish at Memorial Park at the corner of E. 2nd St and Pine Avenue, Tract 5 D, Section 32, Township 31N, Ranger 21W. The subject property is zoned WR-1 (Whitefish One-family Residential).

Planning Board Action: The Whitefish City-County Planning Board met on October 17, 2013 and considered the request. Following the hearing, the Planning Board recommended unanimous approval (Blake, Smith, Vail absent) of the above referenced conditional use permit with the eight (8) conditions as contained in the staff report and adopted the staff report as findings of fact.

Planning & Building Department Recommendation: Staff originally recommended approval of the above referenced conditional use permit with eight (8) conditions set forth in the attached staff report.

Public Hearing: The applicant spoke at the Planning Board hearing and answered questions from the Planning Board. No one else from the public was present to speak on the issue. The draft minutes for this item are attached as part of this packet.

A full staff report and other documents are in the packet.

RECOMMENDATION: Staff respectfully recommends that the City Council, after considering testimony at the public hearing and the recommendations from the Planning Board and city staff, approve an application from Digital Skylines representing Verizon Wireless for a Conditional Use Permit to replace an 80' baseball field light with a new 80' light pole holding both field lights and cellular wireless panel antennas as well as a 1375 sq ft fenced area enclosing the pole and a 12' x 26' equipment building at the ball field at Memorial Park owned by the City of Whitefish at the corner of E. 2nd St and Pine Avenue subject to eight (8) conditions.

This item is a quasi-judicial matter.

d) Resolution No. 13-___; A Resolution indicating its intention to adopt amendments to the Whitefish Downtown Business District Master Plan as an amendment to the 2007 Whitefish City-County Master Plan (2007 Growth Policy) (p. 138)

From Planning and Building Director Dave Taylor's transmittal letter:

Summary of Requested Action: This application is a request by the city of Whitefish to amend and update the 2006 Downtown Whitefish Business District Master Plan as an amendment to the 2007 Whitefish City-County Growth Policy.

Planning Board Recommendation: The Whitefish City-County Planning Board held a public hearing on September 19, 2013. Following this hearing, the Planning Board unanimously recommended approval of the above referenced Growth Policy Amendment with one amendment and adopted the supporting findings of fact in the staff report (Vail and Konopatzke were absent). The amendment (Gunderson/Smith) was to keep the pedestrian tunnel under the Baker/Wisconsin viaduct project in the revised master plan.

City Staff Recommendation: Staff recommended approval of the attached Downtown Business District Master Plan update as an amendment to the 2007 Whitefish City-County Growth Policy.

Public Hearing: At the public hearing, three members from the public and the city manager spoke.

Jennifer Frandsen, 12 Dakota Avenue, brought up an issue with the proposed bikeway bringing bike traffic to the Railway/Baker intersection, which has no crossing. The proposed crosswalk is on First/Baker. She said it needed to be addressed as a safety issue. She said the plan was being proactive with regard to property acquisition.

Diane Conradi, 115 Hummingbird Lane, was concerned about how zoning would be implemented, especially in the current WR-4 zoned areas on south Central Avenue. She thought the city should initiate it rather than it being piece-meal driven by developers. She brought up small lots and setbacks that limit commercial development in the WR-4 as well as parking limitations.

City Manager Chuck Stearns spoke in favor of keeping the underground pedestrian crossing issue at Railway and Baker and answered questions from the board about parking structures, financing large projects, and large trucks doing downtown deliveries.

Ian Collins supported the plan and discussed how having a plan facilitates getting grant funding for projects.

A full staff report and other documents are in the packet.

RECOMMENDATION: Staff respectfully recommends that the City Council, after considering testimony at the public hearing and the recommendations from the Planning Board and city staff, approve a Resolution indicating its intention to adopt amendments to the Whitefish Downtown Business District Master Plan as an amendment to the 2007 Whitefish City-County Master Plan (2007 Growth Policy)

This item is a legislative matter.

e) Resolution No. 13-___; A Resolution indicating its intention to adopt a Whitefish Parks and Recreation Master Plan as an amendment to the 2007 Whitefish City-County Master Plan (2007 Growth Policy) (p. 211)

From Planning and Building Director Dave Taylor's transmittal letter:

Summary of Requested Action: This application is a request by the city of Whitefish to adopt a Parks and Recreation Master Plan as an amendment to the 2007 Whitefish City-County Growth Policy.

Planning Board Recommendation: The Whitefish City-County Planning Board held a public hearing on August 15, 2013. Following this hearing, the Planning Board unanimously recommended approval of the above referenced Growth Policy Amendment with staff recommended changes and several other minor corrections (see minutes) and adopted the supporting findings of fact in the staff report (Smith, Blake, and Konopatzke were absent).

City Staff Recommendation: Staff recommended approval of the attached Parks and Recreation Master Plan as an amendment to the 2007 Whitefish City-County Growth Policy.

Planning Board Public Hearing: At the public hearing, the parks director, Karl Cozad, spoke. No one else from the public wished to speak.

Update: After the Planning Board hearing, the consultant, Applied Communications, revised the plan to include recommendations both from planning staff and the planning board. The revised September 2013 Final Draft is now presented to the City Council for approval and has been placed on the agenda for your regularly scheduled meeting on November 4, 2013.

A full staff report and other documents are in the packet.

RECOMMENDATION: Staff respectfully recommends that the City Council, after considering testimony at the public hearing and the recommendations from the Planning Board and city staff, approve a Resolution indicating its intention to adopt a Whitefish Parks and Recreation Master Plan as an amendment to the 2007 Whitefish City-County Master Plan (2007 Growth Policy).

This item is a legislative matter.

f) Resolution 13-___; A Resolution to approve a petition to the Montana Department of Fish, Wildlife & Parks to limit a portion of the Whitefish River to manually powered or electric motors only in order to protect public safety and provide resource protection in the riparian zone (p. 336)

City Council member Richard Hildner, who is the primary advocate of this proposal, has documents in the packet with background and justification of the proposal. This Resolution is revised from the prior Resolution under consideration and would now allow small electric motor powered craft on the river.

A full report and other documents are in the packet.

RECOMMENDATION: Staff respectfully recommends that the City Council, after considering testimony at the public hearing and the recommendations from the Planning Board and city staff, approve a Resolution to approve a petition to the Montana Department of Fish, Wildlife & Parks to limit a portion of the Whitefish River to manually powered or electric motors only in order to protect public safety and provide resource protection in the riparian zone

This item is a legislative matter.

COMMUNICATIONS FROM FIRE CHIEF

a) Contract award for Fire Water Tender apparatus (p. 355)

From Fire Chief Tom Kennelly's staff report:

The Fire Department currently operates one (1) 2,500 gallon water tender. This unit was purchased in 1982 by the Whitefish Rural Fire Service Area and donated to the City. As discussed in the FY13 Capital Project Budget workshop on Fire/Ambulance vehicle replacement this tender exceeds the NFPA Standard 1901 recommendation that a tender only be in front-line service for 12-15 years and in a reserve status for another 10 years. This vehicle has had been in front line service for 31 years.

In March of this year, the Fire Department advertised for bids for the manufacture of a 3,000 gallon tender. In addition to advertising, the bid specifications were mailed to the 8 major manufacturers of fire apparatus (Exhibit A). At that time only one manufacturer, Rosenbauer, chose to submit a proposal and price quote. The $344,603 price quote was $69,603 above our projected cost of $275,000. At the May 20, 2013, City Council meeting the Council rejected this bid and authorized staff to revise the specifications and re-bid the tender.

The approved FY14 budget includes a financial provision of $285,000 to replace this unit during FY 14.

During late September and early October, the Fire Department advertised for bids for manufacture of a 3,000 gallon tender based on the revised specifications compiled by staff. In addition to advertising, the bid specifications were again mailed to the 8 major manufacturers of fire apparatus (Exhibit A). Two manufacturers, Danko Emergency Equipment Co. and Rosenbauer, chose to submit proposals and price quotes of $294,571 and $280,855, respectively.

Both proposals were carefully compared with the published tender specifications. Rosenbauer's proposal was found to be compliant in all aspects with the published specifications. Danko's proposal has some deviations from the specifications, specifically, with the Peterbilt chassis. In addition to the chassis differences, Danko's proposal excludes significant pieces of loose equipment called for in the specifications. These items will have to be purchased prior to placing the vehicle in-service; adding approximately $5,000 to the cost of Danko's bid.

Highlights of the proposed apparatus include:

- Increased water storage capacity and mechanical reliability.
- State of the art safety systems for crew protection.
- Peterbilt Model 382 Chassis.
- PACCAR 450 HP diesel engine.
- Allison 3000 automatic transmission.
- 3,000 gallon water tank.
- 750 gpm Waterous pump.
- Ability to carry over 2,000 feet of fire hose.

Funds for this purchase were allocated in the FY13 budget and carried over into the FY 14 proposed budget. We are proposing the use of $70,000 cash towards the purchase with the remaining $210,885 to be financed over 7 years with a Montana Intercap Loan. Utilizing the average annual Intercap Loan interest rate from 1987 to current of 4.411%, the annual payment will be $35,665.95. With an agreement between the City and the Whitefish Rural Fire Service Area board to split the cost, the resulting City annual payment will be $17,832.97 with the Whitefish Rural Fire Service Area contributing another $17,832.98. Total interest paid over the life of the loan will be approximately $65,114.96 or $ 9,302.14 per year.

RECOMMENDATION: As Rosenbauer, LLC meets the published specifications and is low bidder, staff respectfully recommends the City Council approve entering into a contract to purchase one 3,000 gallon fire tender apparatus from Rosenbauer, LLC for a price not to exceed $280,855.00.

This item is a legislative matter.

COMMUNICATIONS FROM PLANNING AND BUILDING DIRECTOR

a) Consideration of application from Whitefish Credit Union, on behalf of Lookout Ridge Investors, LLC, for a two year extension of the Lookout Ridge Preliminary Plat (p. 360)

From Senior Planner Wendy Compton-Ring's staff report:

Taylor Horst of Whitefish Credit Union on behalf of Lookout Ridge Investors llc has requested a 2-year extension to the Lookout Ridge preliminary plat pursuant to §12-3-8.

Lookout Ridge is a 139 units on 267.7 acres located north of Iron Horse and Ptarmigan off the Big Mountain Road. Attached to this report in the packet are the conditions of approval and a preliminary plat map. The preliminary plat was approved by the Whitefish City Council on June 18, 2007. On May 5, 2008, the Council approved an amended preliminary plat to add nearly 40 acres to the subdivision. On June 21, 2010, the Council granted a second amendment to the preliminary plat in order to place 16 cabins on individual lots, as they had previously been located within a common lot.

Whitefish Subdivision Regulations:
Pursuant to §12-3-8, Time Limits for Preliminary Plat Approval, the Council may grant a two-year extension prior to the end of the preliminary plat expiration "provided the subdivider can show continued good faith in working toward final plat."

Montana Subdivision and Platting Act:
Pursuant to §76-3-610(2), M.C.A., "After the application and preliminary plat are approved, the governing body … may not impose any additional conditions as a prerequisite to final plat approval if the approval is obtained within the original or extended approval period."

The Council reviewed the request for a two-year extension on June 17, 2013 (minutes are attached). At the meeting the Council only granted a six month extension, but asked the Credit Union and/or developer to return to address the landslide area that occurred in June 2011. It appears from the minutes that there was also an expectation that the property ownership issue between the Credit Union and the developer would be resolved in order for remediation of the landslide area to occur.

Attached please find a report from Roger Noble of Applied Water Consulting llc addressing the cause of the landslide. Mr. Noble attributes the landslide to saturated soils associated with a wetland complex that was triggered due to an intense rainfall event that accelerated snowmelt runoff volumes and not due to the installation of infrastructure.

In addition, please find a letter of support for the extension from Bruce Boody of Bruce Boody Landscape Architects, as the project lead for Lookout Ridge. Mr. Boody points out that the location of the landslide (lots 59 and 60) was also an area with a condition of approval that required additional critical area review. This review was underway when the recession hit, but was not completed. Mr. Boody also points out some of the community benefits for the project – public trails, public parking to access the trails and a $50,000/year over 10-years to the Whitefish Housing Authority.

Finally, since an earlier report on the landslide was completed by Tom Cowan of Carver Engineering, on behalf of Iron Horse, staff has also included the report. Mr. Cowan also points to the highly saturated soils, heavy rain, melting snow and possibly subsurface water flowing along a sewer line.

The ownership issues between the Credit Union and the developer are still unresolved. The Credit Union is acting on behalf of the developer for the extension request and they are working to obtain an Addendum to the agreement with the Lookout Ridge developer in order to protect their collateral, including the improvements, but the Credit Union still is not the owner of the property.

Even though the Whitefish Credit Union is not the current property owner, they are continuing, in good faith, to working toward final plat by:

- Working with creditors and various lien holders;
- Establishing securing party priorities;
- Installing gates to limit access to the property from trespassers and vandals;
- Removing litter from trespassers;
- Coordinating ownership on roadways around Lookout Ridge; and
- Hiring Roger Noble of Applied Water Consulting to review the landslide area.

Financial institutions do not typically assume the role of developer, but are more likely to sell an entitled development to someone that will fulfill the conditions of the project. While the applicant is looking to obtain permission from the developer to be the local contact and provide some minor improvements, the major work will be done by some future property owner.

RECOMMENDATION: The plat now expires on December 21, 2013. Staff respectfully recommends the City Council **approve** the remainder of the 24-month extension for an additional 18-months until June 21, 2015.

This item is a quasi-judicial matter.

COMMUNICATIONS FROM PUBLIC WORKS DIRECTOR

a) Resolution No. 13-___; A Resolution establishing "No Parking" Zones on portions of West Sixth Street and O'Brien Avenue (areas within 6th and Geddes project reconstruction area) (p. 398)

From Public Works Director John Wilson's staff report:

Following the recent completion of the 6th and Geddes Street Reconstruction Project, the Public Works Department is recommending the City Council officially designate No Parking zones along certain portions of 6th Street and O'Brien Avenue, as shown on the attached drawing.

The route connecting Baker Avenue with West 2nd Street (running along West 6th Street, O'Brien Avenue, Flint Avenue, North Street, Geddes Avenue, Jennings Avenue, West 3rd Street and Good Avenue) was recently reconstructed. The public right of way is narrow all along this route and the new roadway includes curb and gutter where there was none before. As a result, in some locations where folks may have parked their car on the edge of someone's front lawn, the roadway is no longer wide enough to accommodate on-street parking.

Although other road segments along this route may benefit from parking restrictions in the future, we are recommending the following areas be designated as No Parking zones at this time:

- The north side of West Sixth Street from a point 150 west of Lupfer Avenue to Flint Avenue,
- The south side of West Sixth Street from Lupfer Avenue to Flint Avenue and
- Both sides of O'Brien Avenue between 265 West Sixth Street and 310 West Sixth Street, a distance of approximately 160 feet.

The recommended No Parking zones will help ensure the safe passage for traffic and emergency vehicles and will enable snow removal in a more efficient and effective manner.

The cost to install the necessary No Parking signs along this portion of 6th Street and O'Brien Avenue is approximately $500. The work would be performed by the Public Works crews and the cost would be paid out of the Street Fund.

RECOMMENDATION: Staff respectfully recommends the City Council adopt a Resolution establishing "No Parking" Zones on portions of West Sixth Street and O'Brien Avenue (areas within 6th and Geddes project reconstruction area)

This item is a legislative matter.

b) Consideration of awarding an engineering consulting contract for the design of 2014 Water Infrastructure Improvements Project - water distribution lines (p. 405)

From Public Works Director John Wilson's staff report:

The Public Works Department advertised a Request for Statements of Qualifications for the 2014 Water Infrastructure Improvements Project and received six responses. We interviewed and ranked the three finalists. This memo is to recommend the City Council award a Phase I consultant contract to WGM Group.

The project will involve design and construction of approximately 3500 feet of water main replacement and full-width street repaving along:

- Somers Avenue, between 2nd Street and 8th Street, and
- Central Avenue from 3rd Street to a point south of 5th Street.

In addition to the water main improvements, the need for roadway and drainage improvements is a substantial driver for the work on Somers and Central Avenue.

The project will also include design and construction to replace a broken water main suspended from the Columbia Avenue bridge.

The scope of work under the proposed Phase I consultant design contract will include surveying and preliminary engineering design for water distribution, pavement and drainage improvements. Services for final engineering design, contract documents, bidding services and construction management would be the subject to an addendum to be negotiated with the results of preliminary design in hand.

Staff's goal is to design all 3 projects through the winter months and advertise for construction bids in the spring. We propose to begin work on Central Avenue as early as possible and complete construction before June 1st. Construction on the Columbia Avenue bridge would be scheduled for early summer to avoid conflicts with school traffic. Work on the first block of Somers Avenue could be scheduled for early July through Labor Day, with the remainder of Somers Avenue to be completed in phases, as funds become available over the next several years.

Staff has negotiated a scope of work for survey and preliminary engineering in an amount not to exceed $40,626. We will return to the City Council during the winter to add tasks and fees for final design and related work by addendum.

RECOMMENDATION: Staff respectfully recommends the City Council award a Phase I consultant contract to WGM Group for survey and preliminary engineering design on the 2014 Water Infrastructure Improvements Project in an amount not to exceed $40,626.

This item is a legislative matter.

c) Consideration of awarding an engineering consulting contract for the Birch Point and Miller (City Beach area) wastewater lift stations (p. 408)

From Public Works Director John Wilson's staff report:

The Public Works Department advertised a Request for Statements of Qualifications for the Birch Point and Miller Lift Station Project (by City Beach) and received six responses. We interviewed and ranked the three finalists. This memo is to recommend the City Council award a consultant contract to TD&H Engineering.

The project goal is to replace the existing sewage pump station located at the east end of Birch Point Drive and install new auxiliary power generators at the Birch Point sewage pump station and the Miller (City Beach) sewage pump station, located north

of Skyles Place and immediately east of the City Beach Park. We also need to improve access for maintenance vehicles at the Miller lift station.

The scope of work will include overall project management, surveying, engineering analysis and design, bidding services, construction management and coordination with private utility companies. The Birch Point lift station sits at the edge of Skye Park. TD&H is our design engineer for the Skye Park Bridge project. Their involvement with both jobs will enable close coordination and efficiencies in construction management, as well as possible task sharing between the two construction projects.

Staff's goal is to advertise for construction bids in the spring and construct the lift station improvements in the summer of 2014.

Staff has negotiated a scope of work for engineering design, preparation of construction contract documents and bidding services in an amount not to exceed $37,800. We will determine the needs for construction management services after the final design is complete and return to the City Council in the spring with a recommendation to add these services by amendment.

RECOMMENDATION: Staff respectfully recommends the City Council award a consultant contract to TD&H Engineering for engineering design and related services on the Birch Point and Miller Lift Station Project in an amount not to exceed $37,800.

This item is a legislative matter.

COMMUNICATIONS FROM CITY MANAGER

a) Written report enclosed with the packet. Questions from Mayor or Council? (p. 411)
b) Other items arising between October 30th and November 4th

COMMUNICATIONS FROM MAYOR AND CITY COUNCILORS

a) Standing budget item
b) Letter from Kevin McCready regarding police enforcement of complaints (p. 417)
c) Letter from Deborah Mallams regarding MDT plans for a median on Hwy 93 North by Signature Plaza (p. 421)

Sincerely,

Chuck Stearns
City Manager

"Cheat Sheet" for Robert's Rules						
Motion	In Order When Another has the Floor?	Second Required?	Debatable?	Amendable?	Vote Required for Adoption	Can be reconsidered?
Main Motion	N	Y	Y	Y	Majority unless other spec'd by Bylaws	Y
Adjournment	N	Y	N	Y	Majority	N
Recess (no question before the body)	N	Y	N	Y	Majority	N
Recess (question before the body)	N	Y	Y	Y	Majority	N
Accept Report	N	Y	Y	Y	Majority	Y
Amend Pending Motion	N	Y	If motion to be amended is debatable	Y	Majority	Y
Amend an Amendment of Pending Motion	N	Y	See above	N	Majority	Y
Change from Agenda to Take a Matter out of Order	N	Y	N	N	Two-thirds	N
Limit Debate Previous Question / Question	N	Y	N	Y	Two-thirds	Yes, but not if vote taken on pending motion.
Limit Debate or extend limits for duration of meeting	N	Y	Y	Y	Two-thirds	Y
Division of Assembly (Roll Call)	Y	N	N	N	Demand by a single member compels division	N
Division of Ques/ Motion	N	Y	N	Y	Majority	N
Point of Information	Y	N	N	N	Vote is not taken	N
Point of Order / Procedure	Y	N	N	N	Vote is not taken	N
Lay on Table	N	Y	N	N	Majority	N
Take from Table	N	Y	N	N	Majority	N
Suspend the Rules as applied to rules of order or, take motion out of order	N	Y	N	N	Two-thirds	N
Refer (Commit)	N	Y	Y	N	Majority	Neg. vote only

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MMIA Announces 2012/2013 Loss Control Awards

Helena, MT – Montana Municipal Interlocal Authority (MMIA) has awarded the City of Whitefish the 2012/2013 Liability Loss Control Award for Second Class Cities. The City of Whitefish has achieved this honor by controlling their losses, to achieve the lowest claim expenditures in their class.

The Loss Control Awards are given to those members of MMIA's Liability and Workers' Compensation Coverage Programs that have experienced the lowest claim expenditures over the previous five years. Member municipal classes are established by population size per Montana law into: First Class Cities (population 10,000 and up); Second Class Cities (5,001 to 9,999); Third Class Cities (1,001 to 5,000); and Towns (up to 1,000). Low incurred dollars can represent significant cost savings not only to the municipality itself, but also to the entire MMIA pool of cities and towns. The Loss Control Awards recognize members of all classes who have achieved such success.

The MMIA is a risk-retention pool that provides Liability, Workers' Compensation, Property and Employee Health coverage programs to its members, the cities and towns of Montana. The pool is self-funded and owned by the 124 cities and towns participating in it. MMIA is run by a Board of Directors that is made up of 15 locally elected officials or employees from member municipalities across the state. The MMIA office is located in Helena, MT.

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WHITEFISH CITY COUNCIL MINUTES
October 21, 2013
7:10 P.M.

1. CALL TO ORDER

Mayor Muhlfeld called the meeting to order. Councilors present were Sweeney, Anderson, Kahle and Hyatt. Councilors Hildner and Mitchell were absent. City Staff present were City Manager Stearns, Assistant City Clerk Woodbeck, City Attorney VanBuskirk, Planning and Building Director Taylor, Senior Planner Compton-Ring, Planner Minnich, Public Works Director Wilson, Police Chief Dial, and Fire Chief Kennelly. Approximately 40 people were in attendance.

2. PLEDGE OF ALLEGIANCE

Mayor Muhlfeld asked Steve Lull to lead the audience in the Pledge of Allegiance.

Mayor Muhlfeld said item #7 has been postponed at the request of the applicant.

3. COMMUNICATIONS FROM THE PUBLIC–(This time is set aside for the public to comment on items that are either on the agenda, but not a public hearing or on items not on the agenda. City officials do not respond during these comments, but may respond or follow-up later on the agenda or at another time. The Mayor has the option of limiting such communications to three minutes depending on the number of citizens who want to comment and the length of the meeting agenda)

None.

4. COMMUNICATIONS FROM VOLUNTEER BOARDS

Councilor Kahle said the Resort Tax Committee met and addressed the priority list. He heard from the property owners out on 7th Street with concerns about re-building that road. He said there has been a substantial increase in the collection of Resort Tax because it was a good summer.

5. CONSENT AGENDA-(The consent agenda is a means of expediting routine matters that require the Council's action. Debate does not typically occur on consent agenda items. Any member of the Council may remove any item for debate. Such items will typically be debated and acted upon prior to proceeding to the rest of the agenda. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC)

5a. Minutes from the October 7, 2013 Council regular session (p. 18)
5b. Consideration of approving application from Irene Hurly Jones and Dick Hurly for Whitefish Lake and Lakeshore Permit (#WLP-13-W34) at 1350 Wisconsin Avenue to install a 480 square foot I-shaped EZ dock subject to 11 conditions (p. 31)
5c. Consideration of approving an application from Ross A & Coleen H Pickert for a final plat for Park Place subdivision, a 2-lot subdivision located at 1035 Park Avenue (p. 54)
5d. Consideration of approving an application from Bevill Limited Partnership for a final plat for Orchard Lane 2 subdivision, a 2-lot subdivision located at 463 & 465 Colorado Avenue (p. 85)

Councilor Anderson offered a motion, seconded by Councilor Hyatt, to approve the consent agenda. The motion passed unanimously.

6. PUBLIC HEARINGS (Items will be considered for action after public hearings) (Resolution No. 07-33 establishes a 30 minute time limit for applicant's land use presentations. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC)

6a. Ordinance No. 13-07; An Ordinance rezoning a parcel of land known as 6010 Highway 93 S, approximately 5.766 acres, from County Suburban Agriculture and City Agriculture to Whitefish Country Residential (1st Reading) (p. 118)

Senior Planner Wendy Compton-Ring reported on a request by Colleen Turner to rezone one lot with three zoning designations from WB-2 (Secondary Commercial District), WA (Agricultural District) and SAG-5 (County Suburban Agriculture); to WB-2 (Secondary Commercial District) and WCR (Country Residential District) in order to facilitate a two-lot subdivision. The lot is 5.766 acres at 6010 Highway 93 S.

The tract is zoned WB-2 (Secondary Commercial District) along the front nearly half of the lot. The applicant is proposing to retain the commercial designation. The back part of the lot is zoned both WA (Agricultural District) and SAG-5 (Flathead County Suburban Agriculture). The applicant is proposing to change the two residential zoning designations to WCR (Country Residential) in order to facilitate a future two-lot subdivision with the commercial zone on one lot and the residential zone on another lot. This complies with the Growth Policy which identifies this property as both Suburban Residential and Rural Residential. The subject property is located outside the city limits of Whitefish, but within the Whitefish Planning Jurisdiction.

Notice was mailed to adjacent land owners within 150-feet of the subject properties on August 30, 2013. A notice was published in the *Whitefish Pilot* on September 4, 2013. A notice was emailed to advisory agencies on August 30, 2013. One email was written in support of the application.

Planner Compton-Ring reviewed the findings and noted the proposed zone change is in conformance with the Growth Policy which promotes public interest, health, comfort and general welfare. The proposed change has no impact on fire and other dangers. The property is located outside city limits in a rural area and will not be connecting to municipal water and sewerage. As described above, the applicant intends to do a two-lot subdivision and construct one single family home which should have minimal impact on the schools, parks and other public facilities. Zoning and other city standards will prevent the overcrowding of the land. The proposed zone change will not affect motorized and nonmotorized transportation systems. The suitability of the zone change is in conformance with the Growth Policy and existing development in the area.

The Whitefish City-County Planning Board met on September 19, 2013 and considered the requested rezone. Following the public hearing, the Planning Board unanimously recommended approval of the above referenced rezone and adopted the staff report as findings of fact.

Mayor Muhlfeld opened the public hearing. No one wished to speak and the public hearing was closed.

Councilor Anderson offered a motion, seconded by Councilor Kahle, to adopt the staff report (WZC 13-04) as findings of fact and approve Ordinance No. 13-07; An Ordinance rezoning a parcel of land known as 6010 Highway 93 S, approximately 5.766 acres, from County Suburban

Agriculture and City Agriculture to Whitefish Country Residential (1st Reading). The motion passed unanimously.

6b. Ordinance No. 13-08; An Ordinance rezoning a parcel of land known as 6200 Highway 93 S, approximately 13.888 acres, from Whitefish Agriculture to Whitefish Estate Residential and Whitefish Secondary Business (1st Reading) (p. 145)

Senior Planner Wendy Compton-Ring reported on a request by Sands Surveying on behalf of Eagle Enterprises llc for a rezone of two lots with two zoning designations (WA – Agricultural District and WB-2 – Secondary Commercial District); to two zoning designations (WER – Estate Residential and WB-2 – Secondary Commercial). The property is located at 6200 Highway 93 S and is 13.888 acres. The properties are developed with a funeral home on the front parcel and a single family home in the back. The Growth Policy identifies these properties as both General Commercial and Suburban Residential.

Notice was mailed to adjacent land owners within 150-feet of the subject properties on August 30, 2013. A notice was published in the *Whitefish Pilot* on September 4, 2013. A notice was emailed to advisory agencies on August 30, 2013. No comments have been received.

The Growth Policy designates Tract 3BD as General Commercial. This tract is 1.92 acres. Tract 3B, 11.26 acres, has two Growth Policy designations – Suburban Residential and General Commercial. The boundary between the General Commercial and Suburban Residential falls along the front of the property thereby splitting the lot into two designations. The WER (Estate Residential District) proposed for the back approximate 700 feet would be in conformance with the Suburban Residential land use designation. The Suburban Residential land use designation is consistent with WCR (Country Residential District) WSR (Suburban Residential District) and WER (Estate Residential District).

The applicant would like to expand the WB-2 (Secondary Commercial District) so the depth of the commercial equals what is on the other side of the highway at 450-feet. This would require an expansion of approximately 70 to 100 feet toward the west. The applicant contends that the commercial line should match the depth of the commercial across the street. When reviewing the commercial zoning it appears that it lines up with the parcels to the south that are zoned commercial (Midway Rental parcels) so as to not align with the residential lots of Great Northern Heights, as this could potentially be in conflict with the residential uses. However, there is considerable topographic change between the Great Northern Heights subdivision at that location. In addition, creating a straight line that parallels the front property line could make planning for development (residential and commercial) easier. The applicant doesn't have a proposal at this time, but he has plenty of room for development. At the time of development all of the issues would be reviewed to confirm compliance with the Growth Policy.

The Whitefish City-County Planning Board met on September 19, 2013 and considered the requested rezone. Following the public hearing, the Planning Board unanimously recommended approval of the above referenced rezone and adopted the staff report as findings of fact.

Mayor Muhlfeld opened the public hearing. No one wished to speak and the public hearing was closed.

Councilor Sweeney offered a motion, seconded by Councilor Hyatt, to adopt the staff report (WZC 13-05) as findings of fact and approve Ordinance No. 13-08; An Ordinance rezoning

a parcel of land known as 6200 Highway 93 S, approximately 13.888 acres, from Whitefish Agriculture to Whitefish Estate Residential and Whitefish Secondary Business (1st Reading). The motion passed unanimously.

6c. Ordinance No. 13-09; An Ordinance rezoning a parcel of land known as 320 Haugen Heights, approximately 35.359 acres, from Whitefish Country Residential to Whitefish Estate Residential (1st Reading) and approval of the Preliminary Plat for Tamarack Ridge (Two motions – One on rezoning ordinance and one to approve Preliminary Plat) (p. 170)

Mayor Muhlfeld said that a valid zoning protest was filed with the City; 25% of the property owners with 150 feet protested requiring 4 votes for it to be approved. The signatures were verified by the City's Clerk's office.

Senior Planner Wendy Compton-Ring said she would combine her staff report to cover the zone change and then the preliminary plat.

ZONE CHANGE

Senior Planner Compton-Ring said this is a request by Sands Surveying on behalf of Haugen Heights llc for a rezone of two lots with the zoning designation of WCR (Country Residential District) to WER (Estate Residential District). The property is located at 320 Haugen Heights Road to the west/northwest of the Old Town neighborhood and is 35.359 acres. These two parcels of land are zoned WCR (Country Residential District) and have a Growth Policy Land Use designation of Suburban Residential. The applicant is proposing to change the zoning to WER (Estate Residential District) in order to facilitate a subdivision (WPP 13-04).The subject properties are located outside the city limits of Whitefish, but within the Whitefish Planning Jurisdiction and are expected to annex into the City as part of the subdivision development. The minimum lot size for WER is 20,000 square feet (.459 acres.) The properties are developed with one single family home that will remain and be located on its own lot.

The WER (Estate Residential District) proposed would be in conformance with the Suburban Residential Growth Policy designation. The Suburban Residential land use designation is consistent with WCR (Country Residential District) WSR (Suburban Residential District) and WER (Estate Residential District). She said the previous 1997 and 1986 Master Plans were consistent with these standards. The proposed zone change will not increase dangers from fire or panic. The applicant is proposing to extend water and sewer as part of the subdivision development. Parkland development will also be addressed as part of the subdivision application. The proposed zoning designation includes setbacks, maximum building height and lot coverage. In addition, all future construction will require conformance with the Building Code, as the subdivision will be annexed into the City limits. The applicant submitted a traffic impact analysis along with the subdivision application. The project is located in an area with proposed bike paths to downtown that will be constructed as part of the Highway 93 W project. In addition, State Park Road is on the City's list of streets to be reconstructed. As of 2011, State Park Road is scheduled for 2019-2021 construction between Highway 93 W and the railroad tracks.

The applicant is proposing a subdivision that is a transition from the urban development to the east and more suburban-scale development with larger lots to the west, but still connected to public services and facilities. The proposed development is more acceptable than expanding into valuable rural

areas, as it is next to urban-scale development with access to all public services and facilities. The applicant has considered the character of the development by preserving trees and limiting their removal. They are proposing private streets with very low-level lighting to be a transition neighborhood from the urban-scale development to more rural areas to the west.

She noted that a zoning protest was filed with the City and if 25% of the property owners with-in 150 feet protest then it requires 4 votes of the Council for it to be approved. The signatures were verified by the City's Clerk's office.

A joint zone change and preliminary plat notice was mailed to adjacent land owners within 300-feet of the subject properties on August 30, 2013. A notice was published in the *Whitefish Pilot* on September 4, 2013. A notice was emailed to advisory agencies on August 30, 2013. As of the writing of the staff report, three emails not in support of the rezone were received.

The Whitefish City-County Planning Board met on September 19, 2013 and considered the requested rezone. Following the public hearing, the Planning Board recommended approval of the above referenced rezone and adopted the staff report as findings of fact. Neighbors to the project spoke at the Planning Board public hearing. Comments were related to both the rezone request and the accompanying preliminary plat request. Comments specific to the rezone include: the current zoning is a better fit for the neighborhood and concerned that the rezone will facilitate the subdivision.

PRELIMINARY PLAT

The applicant is proposing a 32-lot subdivision on a total of 29.676 acres. Gross density of the subdivision is 0.927 dwelling units per acre. With the exception of six lots that front Haugen Heights Road, a public street, all homes will be served by a private street system internal to the subdivision that will terminate in two cul de sacs – one toward the northwest and one toward the southeast. The private streets will have a 5-foot wide sidewalk on one side which will continue down Haugen Heights and connect to the sidewalk adjacent to the Old Town neighborhood. In lieu of dedicating parkland, the applicant is proposing to provide cash-in-lieu that is equivalent to 1.736 acres The applicant has appeared before the Park Board and they are recommending the Council accept the cash-in-lieu of the land dedication. In making their determination, the Park Board found the location would be undesirable for a public park. The cash will be paid at the time of final plat and will be used within the district of the subdivision to acquire or develop parkland.

A subdivision variance is being requested.

- Street standards from a local residential public street section to a private street section with LID (low impact development) swales, a 5-foot sidewalk on one side of the road with an alternative lighting plan and no street trees. This road would be open to the public, but maintained by the Phase 3 Homeowners' Association. The application points to the rural/wooded nature of the property and its location on the edge of the urban area as a factor requesting the alternative design.

A notice with the plan was mailed to adjacent land owners within 300-feet of the subject parcel on August 30, 2013. A sign was posted on the property on September 3, 2013. Advisory agencies were

noticed on August 30, 2013. A notice was published in the Whitefish Pilot on September 4, 2013. Seven letters were received with the following concerns:

- Noticing of neighborhood;
- Traffic;
- Character of neighborhood;
- Emergency access and exiting;
- Honor past land use decisions;
- Drainage;
- Water pressure in adjacent neighborhood;
- Consideration for traffic calming devices on Haugen Heights;
- Concern for additional taxes and fees;
- High groundwater; and
- Impact on wildlife.

Two letters were received today from folks who were in support of the project.

The Whitefish Fire Marshal reviewed and will approve the placement and design of all fire hydrants prior to their installation and emergency access for the proposed private streets. The Fire Department is satisfied with road and cul de sac layout.

The property is at the base of Lion Mountain and a portion of the property, near Haugen Heights, has been thinned in recent years. There are a number of standards within the Subdivision Regulations that address the Wildland Urban Interface in order to protect the residents of the proposed neighborhood and the adjoining neighborhoods. Planning Board recommended these as conditions of approval.

The subdivision is proposed to access off Haugen Heights Road, a public street. This public street will be improved as it is currently not paved. The applicant is proposing a 5-foot sidewalk on one side that would connect to the sidewalk along the side of the Old Town subdivision, as there is limited right-of-way and it is off-set from the Haugen Heights Road section adjacent to Old Town. The applicant will need to work with the Public Works Department to determine an acceptable design and alignment for this roadway. All roads within the subdivision are proposed to be privately owned and maintained, but open to the public.

According to the Traffic Impact Study, the project will generate 306 total daily trips – 32 trips during the PM Peak Hour (between 4:30 and 5:30 PM). The streets affected by the proposal are operating at a Level 'A' and will continue to do so after build-out of the development.

The area is not mapped by the Montana Department of Fish, Wildlife and Parks as important winter range for big game. Nor is the area mapped by the Montana Natural Heritage Program as an area containing plant or animal species of concern. However, it is likely that deer and other animals use the site. The developer will extend Municipal water and sewer to the subdivision thereby minimizing any potential impacts to the groundwater.

The site is sloping from the west to the east and, according to the Environmental Assessment, drops a total of 170-feet. By using narrower streets and a detached sidewalk on one side of the street,

they are attempting to limit the cut and fill needed to install the streets and maintain the natural topography of the property. The applicant is proposing to install swales on either side of the streets and on the several lots with drainage easements. The preliminary plan does not show any identified stormwater/open space/common areas for stormwater facilities. This plan will be reviewed by the City and will be required to meet all current stormwater standards.

The project proposes to utilize the City water system. The extensions from the main will be designed and constructed to City specifications to ensure minimum domestic and fire flow capability. The City received comments from neighbors regarding the domestic flows in homes in the Old Town neighborhood. According the Public Works Department, this development will not reduce their water flow. The City has plans to extend a waterline from the Grouse Mountain neighborhood under Highway 93 W to Mountain Park. The line installation under the highway will occur with the next phase of the highway project, but the actual connection of the pipes to the water system will not occur immediately. This connection should help to alleviate some of the pressure issues.

The Whitefish Growth Policy designates this area as Suburban Residential which corresponds to WCR, WSR and WER zoning. The existing WCR and proposed WER both comply with the Growth Policy. The project complies with the Zoning regulations. Planner Compton-Ring reviewed some of the conditions for approval.

Prior to any pre-construction meeting, construction, excavation, grading or other terrain disturbance, plans for all on and off site infrastructure shall be submitted to and approved by the Whitefish Public Works Department. The improvements (water, sewer, roads, street lights, trails, driveways, etc.) within the development shall be designed and constructed by a licensed engineer and in accordance with the City of Whitefish's design and construction standards. The Public Works Director shall approve the design prior to construction. Plans for grading, drainage, utilities, streets, sidewalks and other improvements shall be submitted as a package and reviewed concurrently. No individual improvement designs shall be accepted by Public Works. (City Engineering Standards, 2009)

Approval of the preliminary plat is subject to approval of detailed design of all on and off site improvements, including drainage. Through review of detailed road and drainage plans, applicant is advised that the number, density and/or location of building lots, as well as the location and width of the road right-of-way, and widths of rights-of-way shown on the preliminary plat may change depending upon constructability of roads, pedestrian walkways, and necessary retaining walls within the right-of-way, on-site retention needs, drainage easements or other drainage facilities or appurtenances needed to serve the subject property and/or upstream properties as applicable. This plan shall include a strategy for long-term maintenance. Fill on-site shall be the minimum needed to achieve positive drainage, and the detailed drainage plan will be reviewed by the City using that criterion. (City Engineering Standards, 2009)

Street and other on-site lighting shall be dark sky compliant and meet the requirements of the City's Outdoor Lighting ordinance. (Zoning Regulations §11-3-25)

The Whitefish City-County Planning Board met on September 19, 2013 and considered the requested preliminary plat. Following the public hearing, the Planning Board recommended approval of the preliminary plat and adopted the staff report as findings of fact. Neighbors to the project spoke at the Planning Board public hearing. Comments were related to both the rezone request and the

accompanying preliminary plat request. Comments specific to the preliminary plat included: change in the character of the neighborhood, noise, dust, safety, traffic, loss of wildlife and their habitat, loss in value of their homes, loss in quality of life, urban wildland interface, lack of infrastructure to support projects in Whitefish, lack of parkland open space, and questions concerning the maintenance of the roads.

Ian Collins, 898 Blue Heron Drive, thanked the Council for their service and the opportunity to present the project tonight. He said John Collins, his partner is here, and Eric Mulcahy with Sands Surveying, and Tom Cowan with Carver Engineering, who was also the engineer on the Old Town project. He thanked Planner Compton-Ring for her report and said she has been very helpful.

Ian Collins showed the history of the project with a Powerpoint presentation. They want to create a suburban setting with large lots. Preservation of trees was an important part of their process. They think people will like the privacy as well as the convenience to downtown. There are great amenities available on this western section of town. In the southwest corner there is a 5.6 acre tract with a large home that remains in the design. There are a series of benches on the property which are suitable for home sites included in the design to preserve the wooded character of the property and tree buffers. One of the primary goals was to preserve the old forest feeling. They wanted to expand on the existing road and minimize the amount of disturbance to the existing trees. There would be a 20-foot paved road to replace the existing gravel road. They want to make a pedestrian path like Iron Horse has so it will allow them to meander around trees or other natural features. It would negate the need for retaining walls and cement and complement the forested nature of the site. The trails will be open to the public.

Eric Mulcahy, with Sands Surveying, showed the preliminary plat. He said they have ample room in their subdivision to expand the right-of-way to line the entrance road up with the southern boundary. They are confident they can make it work. The engineer developed the road crossing section for Haugen Heights so he is well aware of the issues that revolve around that. He reviewed the zoning adjacent to the property; one subdivision, zoned WR-2, is higher density, and the other, zoned WR3, is to the south east. Lion Mountain is WLR, so there is a mix of densities from urban to more rural densities. Their plan was to create a subdivision that was sensitive to the Growth Plan and transitioned those densities. The Growth Policy map shows this as suburban and urban designations so they are well within those provisions. He showed a map comparing the neighboring subdivisions and their density compared to their proposed density. Their proposal is less dense. He showed a recently approved subdivision on the edge of town called O'Brien Bluffs which is a dense urban development. He compared it to Creekwood which has 60% more lots than their proposal. He showed the design of the cul-de-sacs, which have been approved by the fire department. He noted that the Growth Policy supports their density, but the Growth Policy also has other components. One is water quality and looking at serving new developments with sewer and water services. They've selected this density to allow them to bring those services in to help protect water quality. If the density was 2.5 acres then they would probably have individual septic systems.

Ian Collins said they have put a lot of time and thought into this project. He said Whitefish needs attractive neighborhoods. The Tamarack Ridge is a tasteful project and he hopes they will support them as they move forward.

Mayor Muhlfeld opened the public hearing.

Michael Dailey, 331 Stumptown Loop, thanked them for their service. He said intent means "plan or purpose." He said they moved here with the intent of having quiet tranquility. They were told the property above them was zoned for 11 homes. The intent of the zoning was to avoid over developing the land. It has been designated suburban residential WCR with intent. He said the Growth Policy was developed with the public's input. The attributes that the citizens of Whitefish care about are in direct conflict to this zoning proposal. He said the *Whitefish Pilot* included comments from City officials stating that the infill policy discourages urban sprawl. Whitefish has about 1,000 lots that could be built on that are already platted with utilities. In 2011 and 2012 they only built about 100 lots. It is not time to propagate additional build up. He asked them to listen to the wishes and wants of the neighbors. They believe they will be impacted by water run off and safety issues.

Becky Normile, 210 Trestle View Court, is on the board for Old Town. She is not in favor of changing the zoning from WCR to Estate Residential. She said traffic is an important issue. She said 306 extra trips have an impact on Haugen Heights and State Park Road. She said Old Town isn't finished yet and that hasn't been figured into the traffic study. This property is prime fox, bear, deer and mountain lion habitat. The current zoning for 11 lots would have less impact. The goal is to preserve open spaces and a 32-lot subdivision doesn't accomplish that. She said Mr. Collins said 11 lots doesn't pencil out for him. She was insulted by that statement. She said his pocketbook is not the City's or the neighbor's responsibility. It would impact the neighbors with noise, child safety and extreme traffic would make anyone think twice about purchasing existing properties. They don't feel this subdivision respects the neighbors.

John Collins, 3080 E. Lakeshore Drive, thanked the City staff for their help and thanked the Council. He said Ian Collins and Eric Mulcahy have gone over the specifics, but he wanted to let them know that he and his son, Ian Collins, want to create a development that will be an asset to Whitefish. They are very sensitive to the comments they've heard and they'll do everything they can to mitigate the impact and issues that arise during the development process. They want Tamarack Ridge to be a development the Council can be proud of approving. They think this is the right way to develop property and will serve as a model for how development can be economically feasible, sensitive to the land and to the interests of the community. He said there will be some traffic impact, but it is well within the structure of the road system. He said even at peak hour traffic they are only talking an 8-9 second average delay for getting onto State Park Road. He said it will have minimal impact. He thinks a lot of the comments are being blown out of proportion. He asked the neighbors to be reasonable about their concerns.

Ed Nissen, 190 Cliff Creek, said they currently live out of town and are trying to get into town. He said there is a lack of inventory similar to this project. They are attracted to the lot sizes and the preservation of natural forest. He said the City needs inventory like this and he thinks it will be a fantastic project. He thinks there are people trying to get away from higher density to something like this.

Steve Lull, 2440 Dillon Road, said the last time he came before them was to ask for the Dog Park and he thinks it worked really well. He said he is sympathetic to the neighbors. He has no connection to the development community, but he is here on his own volition. He said he lived in a suburb in Seattle that was below a .9 acre lot horse subdivision. It happened that in this subdivision the surrounding houses were built with an economy of scale. The homes immediately adjacent to the development had increases in their value across the board. In his experience the home prices would go

up in value. He said he lives in the donut on 5 acres because he couldn't find a one acre lot in the City of Whitefish, especially one that was on the edge of town. He is surprised at how well thought out this project is. He said people in the adjacent Seattle neighborhood were allowed access to the new neighborhood and it appears that will happen with this proposal, too. He said this will be a financial net to the City because they will tie into the City system and maintain their own roads. He likes that they will provide connectivity to the bike system in the future. He likes that they are minimizing impervious surfaces. He thinks this subdivision serves the greater community well.

Shelly Means, 438 Ice House Terrace, said she is adjacent to the development. She thanked the Council. She said when they bought their lot in 2009 they chose very carefully. She said they were told that the property behind them could not be subdivided smaller than 2.5 acres. She said this development could decrease their home value. She said there are concerns about potential flooding from the subdivision being developed above them. She said increased traffic is a concern for those who have children in the neighborhood. She said the meadow behind them is a potential wetland. She disagreed with the previous speakers. She doesn't think they need more developments if there are over 900 lots available in town. She thinks they need to infill these lots first and avoid sprawl. She asked the Council to keep the zoning the same. She said that the areas to the north, south and west are large tracts of land with larger homes. She said their smaller lots would segue well into a subdivision with 2.5 acre lots. Wolf Tail Pines has large lots and large homes. Whitefish is unique and quaint because it has minimal sprawl. She asked them to deny the proposal.

Dave Means, 438 Ice House Terrace, said they are on the east lot line of the proposed development. He talked about the significant water issues in the area. There is high ground water, and both underground and above ground springs. On Meadowlark Lane there is a spring that runs year around. He said a 3 acre meadow behind their home is saturated with water through July. The soil in the area is consistent with wetland consideration. He said four homes are proposed for this wetland property. He said houses on Ice House Terrace have sump pumps due to high water table issues. He said high density could create significant water issues for surrounding properties. He said the water issue needs to be addressed more thoroughly and the density is too high. He suggested a comprehensive water analysis of the wetlands.

Mike Jenson, 919 Dakota Ave., said Ian Collins has always done a good job with development. He said there are few developers who kept developing through the recession. He said he and Ian Collins don't always see eye to eye, but he would consult with him about any issue because he has is level-headed and understands what needs to be done. He said if issues demand attention to climate or safety, Ian Collins is there. He said character doesn't warrant approval of any project, but it does point to quality. He said change is almost always controversial. Where would Whitefish be if they never approved changes? He said in the mid 1980's there were many vacancies in downtown Whitefish. He said all things change and they have the chance to guide change and to do it right. He said that Ian Collins will be involved in the sale and development of the lots—he isn't going to go away. This will have the largest lots of any neighborhood around it. He urged them to approve.

Robin Dailey, 331 Stumptown Loop, lives in Old Town, said she believes they should stick with the original vision for Old Town and the existing neighborhoods. She said building 32 homes is over-development. They are concerned about water runoff into their neighborhood and even into the lake. She said 306 more trips from this subdivision, plus the homes yet to be developed in Old Town, will make it become a busy, unsafe thoroughfare. She said at the Planning Board hearing they recommended

a traffic slowing measure, but it won't change the amount of traffic. They had 65 original signatures of Old Town and surrounding neighbors on a petition in opposition to the zone change and she handed the Council a petition. She asked them to vote against the zone change.

Bob Melcer, 214 Trestle View Court, spoke in opposition. He isn't against the development with the existing zoning. He said the Planning Board was concerned it wouldn't pencil out, but that is not the basis for making a decision. He said neighbors believe it will have a negative impact on their neighborhoods and their safety. He said he believes it will impact the value of their existing homes. He said the proposed increase in density will triple the allowable impervious surfaces. Between the roofs, roadways and elimination of forest if there was a one inch rain event they could fill up two swimming pools worth of water. He said Whitefish Lake and Whitefish Golf Course and his home are all below this development. He said watersheds are an important issue and they need to control run-off. He said Mountain Park subdivision's retention pond ended up not working. He lived in Northwoods and it is a hillside community as well. He said the experts designed plans for run-off and many of them failed. He said he spoke with Virgil Bench who commented on how unpredictable water issues have been in this area. He said the increase in density is unacceptable and the City has no compelling reason to develop the property. This developer knew what the density was when he bought the property.

Meg Olson, 205 Trestle View Court, spoke in opposition to the re-zoning proposal. She cited safety concerns. She said Haugen Heights cannot handle another 306 trips today. She is concerned about potential traffic accidents. She said the director of the State Park said 60,000 people have entered Whitefish State Park so far this year. She said the entrance onto State Park Road was inadequate. She said other areas are not close to being built-out so they can't even realize the traffic impact. She said she had reasonable concerns after thorough research. She wants to sustain the tranquil life in Whitefish.

Nick Polumbus, 303 Stumptown Loop, lives on the corner of Haugen Heights. He said he is in favor of the development and annexation. He is against the rezoning. He thanked the developers. He said knowing that Ian Collins is involved gives him good feelings about the project; he just is opposed to the increased density. Zoning is developed through a thoughtful process. He knows change happens, and he thinks there are good reasons to rezone sometimes, but it needs compelling reasons. He doesn't see a compelling reason to rezone this property. He thinks WCR zoning works. He wasn't sure if the 2.5 acre size prevents them from hooking up to public services. He said infill is to be the primary reason for zoning. He doesn't see how this fits the Growth Policy goals, especially on the traffic issue. He said an additional 306 trips prevents a space for kids to ride bikes. He said traffic mitigation is an issue and Chief Kennelly said the Fire Department would not approve speed bumps. He said State Park Road is an urban collector now and he wondered if the extra traffic would turn them into a residential collector street. He hasn't heard that they are working to mitigate the traffic there. He is concerned about speeding. He discussed the water quality issue and he said the annexation was smart. He said he respected the developer, but he would like them to vote no because he hasn't seen enough compelling reasons.

Joel Sheehan, who owns property at 400 Ice House Terrace, thanked the Council and staff. He said he is concerned about the increase in traffic down the sloped road. He said drainage is a concern to him. He appreciated their efforts to make change happen appropriately.

Shawn Haas, 1026 Meadowlark Lane, said he is part of a group that owns Phase 3 of Old Town. He wondered if they change the zoning could the density be increased for their property, too. He said

they bought their parcel thinking they could build 15-16 lots and he hopes they would stop him if they came in asking for 30 lots. He said everyone has their own opinion and it is a hard decision.

Alan Elm, 425 Glenwood Road, said he wanted to straighten out the comments on real estate numbers. There were 212 lots under $175,000. In the last year 130 lots have sold. He said 30-40% of those are under contract now. There are only two lots available in O'Brien Bluffs right now. He appreciates that the neighbors came out and spoke up. He said whenever there is a proposed subdivision the neighbors come out with their concerns. He said the City staff has a mandate that prevents them from approving things that impact the neighbors in a negative way. He said Whitefish is going to change, but they need to change thoughtfully. He said if they only build 11 lots up there then they would put up 11 septic systems and that would not be good.

Paul Conrad, 902 Colorado Avenue, spoke to Ian Collin's capabilities. He said he has shared a property line with him for the last 5 years. They talk a lot about water issues and wildlife issues. He said he has had business deals with Ian in the past and they have been top notch. He said Ian Collins is a good sportsman and an honorable man. Any project Ian Collin gets behind, he would stand behind it. He said he lives below Iron Horse and it is an excellent area for them to recreate and use the bike paths and hiking trails. He said there are very few available lots in Whitefish, so there is a need to have a project that is done with integrity, honesty and hard work. He is in favor of the project.

Ken Williams, 325 Glenwood Road, said he has been on the Council and Planning Board in the past. He said he is interested in growth and change in Whitefish. He said everyone hates to speak in front of the Council. He said they are talking about growth and change. There are extraordinary demands before them tonight because it requires a super majority. He said it only took 10 people to put this up to a super majority vote. He said everyone is concerned about the quality of life for their families. They want uncluttered streets and access to forest lands. He said a lot of the people who spoke tonight live in surrounding subdivisions with smaller lots and higher densities. He said they all have straight roads and no traffic calming, yet they are complaining about a subdivision tonight with .81 acre lot sizes. He said the developer has looked at the rules and regulations and he would not have invested time, money and effort if he didn't think it was a responsible, viable approach to this property. He said they will have nicer homes and larger lots above them and it will create a rising tide that will lift all of their boats. He said people are worried about sketchy water issues in the subdivisions they live in. He said they now have stricter Public Works standards because of the issues Mountain Park subdivision had in the past. He said this project works with existing roads and avoids tearing down more trees. He said it is an opportunity to stay as green and natural as possible. He said change is going to happen in Whitefish. If they can accept that growth then change will happen, then the City is going to have to look at all of the roads and infrastructure. He asked them to approve this development.

Lovie Johnson, 1122 Meadowlark Lane, said their crawl space was flooded. She has 3 friends who live in Mountain Park development who have had to put in extra sump pumps. She said no one has come to their rescue. They were impacted by the development above them.

Mayor Muhlfeld called a 5 minute recess.

Tom Cowan, 153 Ridge View Drive, with Carver Engineering, is working with the developers on this project and wanted to clarify some mis-statements. He said he didn't work on Mountain Park or any of the developments south of this. He worked on Old Town Phases 1 and 2 and they created a

drainage system that helped Mountain Pines and can handle run-off from Old Town Phases 1 and 2 plus the excess from the proposed development. He said they knew there were groundwater problems in Old Town Phase 2 and they created drainage solutions to collect run-off. They've monitored four test holes on the proposed property and dug four additional test holes in an area that was called a wetland and then went down to 10 feet, but there was no groundwater. The test soils were moist below 6 feet. He said there is a lot in Mountain Pines with a spring and it was part of the cause for problems. The owner cut into the spring when he built his foundation. It now drains into the system Carver Engineering designed. They intend to use the same design for Tamarack Ridge, but it will be easier because of the larger lots and smaller road surfaces. He said Tamarack Ridge is doing its part for traffic calming. He said Haugen Heights was created at 32 feet, and they are transitioning it to 24 feet with swales. He said they are required to follow City standards, which are stringent. He has visited the site 2-3 times with City Engineer Hilding. They won't have any run-off impact on their downstream neighbors.

Mayor Muhlfeld closed the public hearing.

Councilor Kahle said this is the first time he has seen such a well thought out argument on both sides. He said some of the questions deserve answers, especially the runoff issue. He said the greatest designs can have failures. He said it is their responsibility to make sure they are looking at design solutions up front that will take care of the problems from the start.

Councilor Sweeney asked and Director Taylor said the traffic studies look at the level of service of a road and what the new development will activate. Eric Mulcahy said page 15 of the traffic study, on page 378 in the packet, said the study looked at the development potential and build-out of the potential subdivisions in the area of influence. They came up with 128 homes and that is how they made their model and built their projections. Councilor Sweeney asked and Mulcahy said there will be 306 trips from Tamarack Ridge subdivision, but they anticipated all of the adjacent subdivision's traffic in their study as well. Councilor Sweeney asked about the groundwater testing in the other subdivisions and Engineer Tom Cowan said he wasn't involved with Mountain Park or Mountain Pines. There was a groundwater study in Old Town Phases 1 and 2 and there was some water in the test holes when they did the study in 2006 and they planned their drainage system accordingly. In Tamarack Ridge there are four existing test holes and they looked at them in May. They dug four additional holes during the end of July. They were looking at slope stability and there is a geo-tech report from CMG that states there were no slope stability problems.

Councilor Kahle asked about annexation and Director Taylor said if the City extends water and sewer that will be a requirement. Councilor Kahle said he also heard that if they did the 11 lots they would have septic systems and wells. He asked if that was a financial decision and Director Taylor said it would be cost prohibitive to bring water and sewer up there for 11 lots. Under county regulations they can put a septic system in on each of the 2.5 acre sites.

Councilor Anderson asked about the traffic impact study that said there will be 30 homes on Tamarack Ridge, but they are also analyzing every lot within the study area. He asked about the 20/20 table on page 18 in the traffic study. He wondered if it included all 128 lots or just the Tamarack Ridge lots. Eric Mulcahy said page 14 has the year 2020 no build scenario and that might be the table they are alluding to on page 15. He said the traffic counts on page 16 correspond to the full build-out. Councilor Anderson asked if the numbers on the bottom of page 18 include all the lots and Mulcahy said he believes it does. Councilor Sweeney said if they change the zone and there was no preliminary plat,

would it allow for higher density and Planner Compton-Ring said it could be twice as much. Councilor Sweeney asked if they could change the zone and restrict the potential number of homes to 32. Planner Compton-Ring said they have created conditions on past projects saying there can be no further sub-dividing. Councilor Sweeney said if the plat goes away then the zone change is still there and he wondered if they could restrict the zone change from adding any higher density. Director Taylor said the developer can offer that up as a condition, but the City can't require it.

Councilor Kahle asked about the benches throughout the property as building sites and asked if they were mandated sites. Ian Collins said they plan to require specific building envelopes on the sites. Councilor Kahle asked about mitigating the water run-off concerns. Ian Collins said they first stepped on the property in late March. He went up to the property during a heavy rain and saw no problems. He said they will work with Public Works and the City engineer to create a system without problems. He said Andre and Henry wrote a letter in support of the project and he was humbled by their support. He said drainage needs to be featured in their design. They are committed to the long term follow-through. Councilor Kahle said there is some concern about the traffic in this area. Ian Collins said he met with the Fire Marshall and Fire Chief and discussed their goal to decrease impervious surface. He said they also proposed 20-foot roadways, like Houston Point has, because you naturally don't drive fast there. He said Public Works want them to build the road to 24 feet. They aren't opposed to traffic calming, but it came out of a Planning Board discussion, not staff recommendations. Councilor Kahle said Dave Means told stories of flooding basements and other run-off issues. He asked how this project could be set up to not aggravate that situation. Tom Cowan, Carver Engineering, said the problem in Mountain Pines and Mountain Park is straight curb and gutter with detention facilities that flooded properties below them. They were allowed to redesign their system to come into the system he designed in Old Town. He said Dave Means said Old Town Phase 2 has drainage problems. There are seasonal ground water problems on sloped properties in Whitefish. He said they will have drainage swales and small retention areas that fit the topography. There is a curtain drain that will collect surface water and then drain into a former gravel pit in Old Town. He said there is overflow capacity there, so they aren't discharging any water into the State Park right-of-way. According to City standards they can't discharge water at a higher rate than currently exists prior to development, so they have to control the rates of discharge through their system, or they can't develop.

Councilor Anderson said the Chamber of Commerce once asked the audience what they wanted for Whitefish and the common theme about what they didn't want Whitefish to be was that they didn't want to be like Vail or Aspen. He said he has thought about urban planning and the mistake a lot of towns make is that they want to keep things the way they are. He complimented the Collin's on what they are doing here and said if you combine it with the future phases of Old Town and other developments, then they are adding a variety of real estate options. He thinks that forcing larger lots is like surrounding the community with green space and the net result is the opposite of what they are trying to do. This offers variety in the real estate market. His concerns about water pressure, stormwater and traffic have been answered adequately. He said this fits the Growth Policy and the variance criteria are satisfied. He said his one concern is that he doesn't want the zone change to allow density over 32 home sites.

Ian Collins said they would definitely be willing to add that as a restriction. This is a development they want to do well. It is uncharacteristic of proposed developments, but they are not shooting for the moon. He said 32 lots makes the project doable.

Robin Dailey, 331 Stumptown Loop, said when they attended the planning meeting the report said that the 306 daily trips is based only on traffic from Tamarack Ridge. Manager Stearns said the chart on the end of page 118 said the traffic would remain at level A for the build out of all 128 possible homes in that area.

Councilor Hyatt said a lot of his concerns have been answered. He said safety is very important to him. He is glad to hear that the Collins are willing to limit it to 32 lots. Mayor Muhlfeld said he wanted to clarify the infill policy. He said when it was adopted in 2007 it required that 50% of the entitlement units be developed before they change the underlying land use designation. This proposal does not change the underlying land use designation, so this is not subject to the 50% infill policy.

Councilor Sweeney offered a motion, seconded by Councilor Hyatt, to adopt the staff report (WZC 13-06) as findings of fact and approve Ordinance No. 13-09; An Ordinance rezoning a parcel of land known as 320 Haugen Heights, approximately 35.359 acres, from WCR (Whitefish Country Residential) to WER (Whitefish Estate Residential) (1st Reading).

Councilor Sweeney offered an amendment to his motion, to limit the rezone to allow no more than 32 building sites regardless of the zoning regulation. The second agreed to the amendment.

The original motion, as amended, passed unanimously.

Councilor Sweeney offered a motion, seconded by Councilor Hyatt, to adopt the staff report (WPP 13-04) as findings of fact and approve the Preliminary Plat for Tamarack Ridge subdivision along with 17 conditions.

Councilor Kahle said stormwater mitigation was a concern for him. He asked and Director Wilson said Public Works will not approve any design that does not assure there will not be any impact down stream. Councilor Kahle said the density blend in the area is important. He said there is much more dense development adjacent to this. He thinks traffic safety is still a concern.

Councilor Hyatt asked and Director Wilson said a stop sign wouldn't be appropriate at Ice House Terrace because it wouldn't meet warrants. Manager Stearns said there are better traffic calming measures than stop signs. He said Public Works can look into that. Manager Stearns said there may be more effective ways to design the street. Director Wilson said a misapplication of stop signs generates a disservice. Director Wilson said it would be more practical to ask for a traffic calming system to be approved by Public Works and Emergency Services.

Councilor Kahle offered an amendment, seconded by Councilor Sweeney, to add Condition #18, stating that the applicant will study the feasibility of a traffic calming device to slow the traffic on Haugen Heights Road, and that the device must be approved by Public Works.

The amendment passed unanimously.

Councilor Kahle offered an amendment, seconded by Councilor Anderson, to add Condition #19, stating, "Fire flows for hydrants serving the subdivision shall be a minimum of 1000 gallons per minutes, while maintaining a residual pressure of at least 20 psi throughout the

distribution system. If the hydrants cannot meet the minimum fire flow requirements then residential structures shall include residential fire sprinkler systems."

Councilor Kahle asked if the last few homes would have low flow. Tom Cowan said the flow is required at the hydrants, so they will know it before the homes get built. Director Wilson said staff will ask for modeling results and then staff will test the flow of the hydrants.

The amendment passed unanimously.

Councilor Kahle recognized Dave Means.

Dave Means said further study needs to be done especially about the calming device and water issues. He said it is apparent that they don't have the information to make a decision.

Councilor Anderson said if Public Works and Emergency Services can come up with a traffic calming device then the builder shall implement it.

The original motion, as amended, passed unanimously.

7. COMMUNICATIONS FROM PLANNING AND BUILDING DIRECTOR

7a. Consideration of application from Whitefish Credit Union, on behalf of Lookout Ridge Investors, LLC, for a two year extension of the Lookout Ridge Preliminary Plat (p. 403)

This item has been postponed at the request of the applicant.

8. COMMUNICATIONS FROM PUBLIC WORKS DIRECTOR

8a. Consideration of authorizing up to $30,000 of tax increment funds to build a stairway to the Whitefish River Trail by Stumptown Inn in exchange for a trail easement (p. 444)

Public Works Director Wilson said that in order to continue an existing bicycle and pedestrian path along the Whitefish River south of 6th Street, the City requires a 20 foot easement from the owner of the Stumptown Inn. The attached figure on page 446 in the packet shows the location of the future path and easement. The path would follow a relatively flat bench above an existing sewer line.

The owner of the Stumptown Inn has requested that the City provide access to the future path, in exchange for the easement, by installing a metal staircase. He has also requested stairs extending beyond the path to the river. The Public Works Department has collected estimates on the cost to install the metal staircase. The staircase would consist of 5 to 6 foot wide grip strut metal stairs with hand rails on each side. The location of the proposed stairs is shown on the attached figure.

There are two sections of the staircase that have been requested by the owner of the Stumptown Inn, Dan Cutforth, in exchange for the easement. The upper section would extend from the Stumptown parking lot to the bike path. The lower section would extend from the path to the river. The upper section is estimated to cost up to about $30,000 to fabricate and install (including concrete pads) when the trail is constructed at some point in the near future. To construct and install the entire requested

staircase, from the parking lot to the river, is estimated to cost about $40,000. He said that subsequent to the staff report prepared for the Council Packet, Doug Adams has done some work and they believe it would be a cost not to exceed $15,000.

The Public Works Department is requesting authorization from the City Council to proceed with easement negotiations with the Stumptown Inn. Acquiring the easement will involve a commitment from the City to build the metal stairs.

Councilor Anderson offered a motion, seconded by Councilor Hyatt, to approve authorizing up to $15,000 of tax increment funds to build a stairway to the Whitefish River Trail by Stumptown Inn in exchange for a trail easement. The motion passed unanimously.

9. COMMUNICATIONS FROM CITY MANAGER

9a. Written report enclosed with the packet. Questions from Mayor or Council? (p. 448)
None.

9b. Other items arising between October 16th and October 21st
None.

9c. Resolution No. 13-32; A Resolution adopting a revised and reformatted Personnel Policy (p. 455)

Manager Stearns said that he, Mary VanBuskirk, Rich Knapp, and Necile Lorang have worked on revisions and updates to the City's Personnel Policy on and off for the past two to three years. They finally completed their work and had the insurance provider, MMIA, review the document. MMIA has given its tentative approval to our draft revised Personnel Policy. Then the Department Directors reviewed the draft policy and staff incorporated some changes based on their suggestions. Finally, staff scheduled five (5) two hour review meetings for employees and unions to ask questions and make comments. The Council reviewed the changes in a work session before the Council meeting tonight. He said there is a memo on page 456 in the packet outlining the major changes proposed.

Councilor Hyatt offered a motion, seconded by Councilor Anderson, to approve Resolution 13-32; A Resolution adopting a revised and reformatted Personnel Policy. The motion passed unanimously.

Mayor Muhlfeld thanked Attorney VanBuskirk and Manager Stearns for their work on this.

10. COMMUNICATIONS FROM MAYOR AND CITY COUNCILORS

10a. Standing budget item. None.

10b. Consideration of appointment to County Solid Waste Board (p. 508)

Manager Stearns said that Greg Acton would like to continue in this position.

Councilor Kahle offered a motion, seconded by Councilor Anderson, to appoint Greg Acton to the County Solid Waste Board. The motion passed unanimously.

10c. Letter from Steve Thompson regarding bears getting into trash on Ramsey Avenue (p. 512)

Councilor Sweeney said Steve Thompson is right on about this issue. This occurred as an issue about a part time resident who wasn't paying attention to bear-wise precautions.

Chief Dial said he has a volunteer who puts out on warnings on trash cans. After someone gets three warnings they get a citation for $50-$500. He said that is working. Councilor Anderson said his understanding is that folks can't pull the can to the curb until after four o'clock in the morning or they need to buy a bear proof container. He has seen signs that there are bears right there in Creekwood, too. Councilor Hyatt asked and Manager Stearns said they have sent out notices with the fees that are charged for violations.

Councilor Sweeney said he feels sympathy for the concerns people have about the Tamarack Ridge proposal. He said this land is going to be developed and he doesn't think they could have gotten a better design proposal for the lot. It enhances the character of their neighborhood. He said that none of us have guarantees that there won't be increased traffic wherever we move. He said this is a win for the neighborhood. He thinks this will serve the City and the neighbors well. It is important not to have septic systems up there. He has every confidence, given the track record of Ian Collins that this will be done right and the people will be glad to have it. He said they heard the complaints this evening, but they couldn't manage this any better.

Mayor Muhlfeld said he met with Kevin Gartland with the Chamber of Commerce who wanted him to announce the following events:

October 24th - Thursday from 6-9p.m. - Economic development for Whitefish 20/20 plan.
October 30th - Council Candidate forum at 11:30 a.m. at Casey's.

Mayor Muhlfeld welcomed Bailey Minnich to the staff as their new planner.

11. ADJOURNMENT (Resolution 08-10 establishes 11:00 p.m. as end of meeting unless extended to 11:30 by majority)

Mayor Muhlfeld adjourned the meeting at 10:50 p.m.

_____
Mayor Muhlfeld

_____
Jane Latus Emmert, Recording Secretary

Attest:

_____
Vanice Woodbeck, Assistant City Clerk

ORDINANCE NO. 13-07

An Ordinance of the City Council of the City of Whitefish, Montana, rezoning a parcel of land known as 6010 Highway 93 South, approximately 5.766 acres, from County Suburban Agriculture and City Agriculture to Whitefish Country Residential.

WHEREAS, Colleen Turner, is the owner of 6010 Highway 93 South initiated the request for zoning change for the lot located at the intersection of Highway 93 South and Highway 40 which is currently outside City limits and zoned SAG-5 (County Suburban Agriculture) and WA (Whitefish Agriculture District) to WCR (Whitefish Country Residential); and

WHEREAS, the requested rezone will be consistent with the Growth Policy which identifies this property with a Suburban Residential, Rural Residential and General Commercial; and

WHEREAS, the Whitefish Planning and Building Department prepared Staff Report WZC-13-04, dated September 12, 2013, which analyzed the proposed rezone and recommended in favor of it; and

WHEREAS, at a lawfully noticed public hearing held on September 19, 2013, the Whitefish City-County Planning Board received Staff Report WZC-13-04 from Planning staff, invited public comment, and thereafter voted unanimously to recommend approval of the proposed rezone and staff report as findings of fact; and

WHEREAS, at a lawfully noticed public hearing on October 21, 2013, the Whitefish City Council received Staff Report WZC-13-04 from Planning staff, a written recommendation from the Whitefish City-County Planning Board, and invited public comment; and

WHEREAS, it will be in the best interests of the City of Whitefish, and its inhabitants, to approve the proposed rezone.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Whitefish, Montana, as follows:

Section 1: All of the recitals set forth above are hereby adopted as Findings of Fact.

Section 2: Staff Report WZC-13-04, together with a letter of transmittal dated October 15, 2013, from the City Planning and Building Department to the Whitefish City Council, are hereby adopted as Findings of Fact.

Section 3: The real property identified as Tract 7DA in Section 12, Township 30N, Range 22W, P.M.M., Flathead County, Montana, which was previously zoned SAG-5 (County Suburban Agriculture) and WA (Whitefish Agriculture District), is hereby rezoned to a new designation of WCR (Whitefish Country Residential).

Section 4: The Zoning Administrator is authorized and directed to amend the official zoning map to carry out the terms of this Ordinance.

Section 5: This Ordinance shall take effect thirty (30) days after its adoption by the City Council of the City of Whitefish, Montana, and signing by the Mayor thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WHITEFISH, MONTANA, THIS _____ DAY OF _____, 2013.

_____
John M. Muhlfeld, Mayor

ATTEST:

_____
Necile Lorang, City Clerk

ORDINANCE NO. 13-08

An Ordinance of the City Council of the City of Whitefish, Montana, rezoning a parcel of land known as 6200 Highway 93 South, approximately 13.888 acres, from Whitefish Agriculture to Whitefish Estate Residential and Whitefish Secondary Business.

WHEREAS, Eagle Enterprises LLC, is the owner of 6200 Highway 93 South initiated the request for zoning change for the lots located at the northwest corner of the intersection of Highway 93 South and JP Road which is currently inside City limits and zoned WA (Whitefish Agriculture District) to WER (Whitefish Estate Residential) and WB-2 (Secondary Commercial); and

WHEREAS, the requested rezone will be consistent with the Growth Policy which identifies these properties with a Suburban Residential and General Commercial; and

WHEREAS, the Whitefish Planning and Building Department prepared Staff Report WZC-13-05, dated September 12, 2013, which analyzed the proposed rezone and recommended in favor of it; and

WHEREAS, at a lawfully noticed public hearing held on September 19, 2013, the Whitefish City-County Planning Board received Staff Report WZC-13-05 from Planning staff, invited public comment, and thereafter voted unanimously to recommend approval of the proposed rezone and staff report as findings of fact; and

WHEREAS, at a lawfully noticed public hearing on October 21, 2013, the Whitefish City Council received Staff Report WZC-13-05 from Planning staff, a written recommendation from the Whitefish City-County Planning Board, and invited public comment; and

WHEREAS, it will be in the best interests of the City of Whitefish, and its inhabitants, to approve the proposed rezone.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Whitefish, Montana, as follows:

Section 1: All of the recitals set forth above are hereby adopted as Findings of Fact.

Section 2: Staff Report WZC-13-05, together with a letter of transmittal dated October 15, 2013, from the City Planning and Building Department to the Whitefish City Council, are hereby adopted as Findings of Fact.

Section 3: The real property identified as Tracts 3B and 3BD in Section 1, Township 30N, Range 22W, P.M.M., Flathead County, Montana, which was previously zoned WA (Whitefish Agriculture District) and WB-2 (Whitefish Secondary Business District), is hereby rezoned to a new designation of WER (Whitefish Estate Residential) and WB-2 (Whitefish Secondary Business District).

Section 4: The Zoning Administrator is authorized and directed to amend the official zoning map to carry out the terms of this Ordinance.

Section 5: This Ordinance shall take effect thirty (30) days after its adoption by the City Council of the City of Whitefish, Montana, and signing by the Mayor thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WHITEFISH, MONTANA, THIS _____ DAY OF _____, 2013.

_____
John M. Muhlfeld, Mayor

ATTEST:

_____
Necile Lorang, City Clerk

ORDINANCE NO. 13-09

An Ordinance of the City Council of the City of Whitefish, Montana, rezoning a parcel of land known as 320 Haugen Heights, approximately 35.359 acres, from Whitefish Country Residential to Whitefish Estate Residential.

WHEREAS, Haugen Heights LLC, the owner of 320 Haugen Heights initiated the request for zoning change for the lots located off Haugen Heights west of State Park Road which is currently outside City limits and zoned WCR (Whitefish Country Residential) to WER (Whitefish Estate Residential); and

WHEREAS, the requested rezone will be consistent with the Growth Policy which identifies these properties with a Suburban Residential; and

WHEREAS, the Whitefish Planning and Building Department prepared Staff Report WZC-13-06, dated September 12, 2013, which analyzed the proposed rezone and recommended in favor of it; and

WHEREAS, at a lawfully noticed public hearing held on September 19, 2013, the Whitefish City-County Planning Board received Staff Report WZC-13-06 from Planning staff, invited public comment, and thereafter voted to recommend approval of the proposed rezone and staff report as findings of fact subject to 18 Conditions; and

WHEREAS, a valid zoning protest against the change was signed by the owners of 25% or more of the property owners within 150 feet of the subject parcels, as provided by MCA §76-2-305(2), which required a two-thirds favorable vote of the present and voting Councilors; and

WHEREAS, at a lawfully noticed public hearing on October 21, 2013, the Whitefish City Council received Staff Report WZC-13-06 from Planning staff, a written recommendation from the Whitefish City-County Planning Board, and invited public comment and thereafter all four of the present and voting City Councilors unanimously voted to approve the 320 Haugen Heights parcel zoning change from Whitefish County Residential to Whitefish Estate Residential and adopted Staff Report WZC-13-06 as findings of fact subject to 19 Conditions, limiting the parcels to no more than 32 building sites; and

WHEREAS, it will be in the best interests of the City of Whitefish, and its inhabitants, to approve the proposed rezone.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Whitefish, Montana, as follows:

Section 1: All of the recitals set forth above are hereby adopted as Findings of Fact.

Section 2: Staff Report WZC-13-06, together with a letter of transmittal dated October 15, 2013, from the City Planning and Building Department to the Whitefish City Council, are hereby adopted as Findings of Fact.

Section 3: The real property identified as Tracts 3 and 3G in Section 27, Township 31N, Range 22W, P.M.M., Flathead County, Montana, which was previously zoned WCR (Whitefish Country Residential), is hereby rezoned to a new designation of WER (Whitefish Estate Residential) allowing no more than 32 building sites.

Section 4: The Zoning Administrator is authorized and directed to amend the official zoning map to carry out the terms of this Ordinance.

Section 5: This Ordinance shall take effect thirty (30) days after its adoption by the City Council of the City of Whitefish, Montana, and signing by the Mayor thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WHITEFISH, MONTANA, THIS _____ DAY OF _____, 2013.

_____
John M. Muhlfeld, Mayor

ATTEST:

_____
Necile Lorang, City Clerk

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PLANNING & BUILDING DEPARTMENT
510 Railway Street, PO Box 158, Whitefish, MT 59937
(406) 863-2410 Fax (406) 863-2409

October 29, 2013

Mayor and City Council
City of Whitefish
PO Box 158
Whitefish MT 59937

RE: Duvall/3013 Iron Horse Drive LLC Guest House at 3013 Iron Horse Drive; (WCUP 13-13)

Honorable Mayor and Council:

Summary of Requested Action: Nick Fullerton on behalf of 3013 Iron Horse Drive LLC is requesting approval of a Conditional Use Permit to allow for a guest house at 3013 Iron Horse Drive. The property is currently developed with a single family home. The property is zoned WCR/WPUD (County Residential District with Planned Unit Development overlay). The Whitefish Growth Policy designates this property as "Suburban Residential".

Planning Board Action: The Whitefish City-County Planning Board met on October 17, 2013 and considered the request. Following the hearing, the Planning Board unanimously recommended approval of the above referenced conditional use permit with seven (7) conditions. (Blake, Vail and Smith were absent)

Planning & Building Department Recommendation: Staff recommended approval of the above referenced conditional use permit with seven (7) conditions set forth in the attached staff report.

Public Hearing: No members of the public wished to speak at the hearing. The draft minutes for this item are attached as part of this packet.

This item has been placed on the agenda for your regularly scheduled meeting on November 4, 2013. Should Council have questions or need further information on this matter, please contact the Planning Board or the Planning & Building Department.

Respectfully,

Bailey Minnich, CFM
Planner II

Att: Exhibit A: Recommended Conditions of Approval
Draft Minutes of 10-17-13 Planning Board Meeting

Exhibits from 10-17-13 Staff Packet

1. Staff Report – WCUP 13-13, 10-10-13
2. Adjacent Landowner Notice, 9-27-13
3. Advisory Agency Notice, 9-27-13
4. Iron Horse Phase 3 Subdivision Plat copy

The following were submitted by the applicant:

5. Application for Conditional Use Permit, 9-26-13

c: w/att Necile Lorang, City Clerk

c: w/o att Nick Fullerton, P.O. Box 2770, Bigfork, MT 59911

Exhibit A
DUVALL
WCUP 13-13
Whitefish City-County Planning Board
Recommended Conditions of Approval
October 17, 2013

1. The project shall be constructed in compliance with the plan dated September 26, 2013, except as amended by these conditions. Any significant deviation from the plans shall require approval.

2. All storm water generated by the proposal shall be retained on-site.

3. One off-street parking space shall be designated for the guest house and two off-street parking spaces shall be designated for the primary residence as shown on the project drawing.

4. The applicant shall be required to obtain a building permit from the City for the guest house and the proposed retaining wall, as the wall will be for more than landscaping purposes.

5. Prior to construction, the property owner shall provide the City a recorded copy of either a deed restriction or a restrictive covenant that the guesthouse may not be used for rental purposes or as a permanent residence for anyone employed in a home occupation on the subject property.

6. Any outdoor lighting that is used for the guest house shall be placed on a timer or motion sensor and shall be fully shielded and/or have a full cut-off lens to avoid intrusion onto adjoining properties or into the night sky.

7. The conditional use permit is valid for 18 months and shall terminate unless commencement of the authorized activity has begun.

BOARD DISCUSSION

Phillips asked if they would like a smaller residential unit requirement and Stuber said they once had an apartment that was 250 square feet in New York. He said he knows someone has to be there all the time, though, and that is not their intention.

AMENDMENT

Phillips offered an amendment, seconded by Gunderson, to reduce Condition #4 from 600 to 250 square feet.

VOTE

The amendment passed unanimously.

AMENDMENT

Gunderson moved and Phillips seconded to amend condition #4 so it states, "A minimum of 250 square feet of the building shall be converted into a residential unit."

VOTE

The amendment passed unanimously.

VOTE

The original motion, as amended, passed unanimously. (Scheduled for City Council on November 4, 2013.)

3013 IRON HORSE DRIVE LLC CONDITIONAL USE PERMIT REQUEST

A proposal for a Conditional Use Permit by Nick Fullerton Architects on behalf of 3013 Iron Horse Drive llc for a guest house at 3013 Iron Horse Drive.

STAFF REPORT WCUP 13-13

Planner Bailey Minnich reported on a proposal for a Conditional Use Permit by Nick Fullerton Architects on behalf of 3013 Iron Horse Drive llc for a guest house at 3013 Iron Horse Drive. The 1.043 acre property is currently developed with a single family residence. The property is zoned WCR/WPUD, County Residential District with a Planned Unit Development overlay. The purpose of this district is intended for detached single-family homes together with farm and/or accessory buildings situated in a setting conducive to a rural lifestyle.

The Growth Policy designation for this area is Suburban Residential which generally corresponds to the WCR, WSR and WER zoning districts. Densities range from one unit per 2 ½ acres to 2.5 units per acre, but could be higher through the PUD. Cluster residential that preserves considerable open space, allows for limited agriculture, maintains wildlife habitat is encouraged.

A notice was mailed to adjacent land owners within 150-feet of the subject parcel on September 27, 2013. A notice was mailed to advisory agencies on September 27, 2013. A notice of the public hearing was published in the *Whitefish Pilot* on October 2, 2013. As of the writing of this staff report, no comments have been received.

The underlying zoning is WCR (Country Residential District), with an approved PUD (Planned Unit Development) overlay. The purpose

and intent of this zoning category describes single-family homes in a suburban or rural lifestyle.

The development proposal is consistent with the purpose and intent of the applicable regulations. Section 11-3-12 of the Whitefish Zoning Regulations describes the requirements for a guest house and this project meets all the requirements. The guest house is located on a lot that was approved through the subdivision review process, and complies with both the minimum lot size and lot width requirements. The proposed guest house will be accessory to a single family home and adequate parking is being provided. The zoning setbacks are being met with the submitted site plan.

The subject property is currently developed with an existing home and surrounding retaining walls used to terrace the sloped topography. The applicant is proposing to remove a portion of one retaining wall, and rebuild the wall closer to the property line (outside of the required setbacks) in order to provide a buildable area for the proposed guest house. (See Figure 3.) Section 11-3-11(B) of the Whitefish Zoning Regulations states that retaining walls shall not exceed 4 feet in height measured from the adjacent finished grade on the downhill side. If greater heights must occur, the project shall use a series of terraced or stepped walls. Additionally, the applicant shall be required to obtain a building permit for the retaining wall as the wall will not be installed for landscaping purposes only.

Whitefish Zoning Regulations requires two (2) parking spaces per single family dwelling unit and Section 11-3-12 requires one (1) space per guest house with less than 1200 square feet. The submitted site plan identifies three parking spaces within a covered garage, which would provide adequate space to accommodate all parking needs on site. Additionally, there is existing gravel parking areas located outside the garage along the driveway which could be utilized for the guest house parking.

The subject property currently has existing utilities located on site which service the primary residence. The applicant is proposing to extend the existing utilities from the roadway, including gas, electric, water, and sewer to the new guest house. Any new utilities will be installed underground.

Impact to the neighborhood will be minimal. It is compatible with the neighborhood uses and will be utilized as an accessory structure and reflect the housing standards of the subdivision. The Subdivision HOA has already reviewed and approved the proposal. Staff recommends approval subject to 7 conditions.

Phillips asked if the Iron Horse HOA had approved and Planner Minnich said the building permit is sitting in their office waiting for

the CUP to be approved.

PUBLIC HEARING The public hearing was opened to those who wished to speak on the issue.

PUBLIC HEARING No one wished to speak and the public hearing was closed.

BOARD DISCUSSION Phillips asked if there will be one meter for both and Planner Compton-Ring said Public Works requires separate meters for each house. Phillips said this seems like a multi-family use to him. Director Taylor said they are required in condition #5 to sign a deed stating they won't rent it out.

MOTION Gunderson moved and Anderson seconded to adopt staff report WCUP 13-13 and recommend to the City Council to approve a Conditional Use Permit by Nick Fullerton Architects on behalf of 3013 Iron Horse Drive llc for a guest house at 3013 Iron Horse Drive.

VOTE The motion passed unanimously. (Scheduled for City Council on November 4, 2013.)

WORK SESSION A work session to review a draft of a potential new zoning district, Whitefish Planned Resort Development, as called for in the 2007 Whitefish City-County Growth Policy.

Planning Director Taylor said the Growth Policy calls for a Planned Resort District, but they don't have one. It is a district that would be a Planned Resort District around a water park or x-c ski resort, for example. Designations include making it highly walkable, pedestrian friendly, parking is onsite, and land uses include resort retail spas, fitness centers and are clustered around open spaces. It is usually WPR or Big Mountain RR or Village Districts which are planned resorts as well. He said staff put together a draft on how something like this would operate. It would be similar to a planned unit development and require a significant public benefit as part of the proposal. He said they want to look at how this applies to something like a resort hotel downtown, or the Idaho Timber site. That is why they kept the minimum acreage small.

He asked them to look at the intent and purpose and the list of permitted uses. He said this would not be an overlay; it would be a zoning district. He said the neighborhood would have to initiate a Neighborhood Plan and a specific site plan listing the uses and densities. He said exhibit A outlines the intent and purpose. There has to be a binding site plan that is unique to a business district.

Meckel asked if a Neighborhood Plan amends the Growth Policy and Director Taylor said it would replace the Growth Policy map in

DUVALL
WCUP 13-13
EXHIBIT LIST
OCTOBER 17, 2013

1. Staff Report – WCUP 13-13, 10-10-13
2. Adjacent Landowner Notice, 9-27-13
3. Advisory Agency Notice, 9-27-13
4. Iron Horse Phase 3 Subdivision Plat copy

The following were submitted by the applicant:

5. Application for Conditional Use Permit, 9-26-13

DUVALL
CONDITIONAL USE PERMIT REQUEST
WCUP 13-13
October 7, 2013

This is a report to the Whitefish City-County Planning Board and the Whitefish City Council regarding a request for a conditional use permit to allow a guest house. This application has been scheduled before the Whitefish City-County Planning Board for a public hearing on Thursday, October 17, 2013. A recommendation will be forwarded to the City Council for a subsequent public hearing and final action on Monday, November 4, 2013.

PROJECT SCOPE

The applicant is requesting a conditional use permit to allow a guest house at 3013 Iron Horse Drive. The site currently has an existing single family home, and the proposed guest house will be constructed in the southeast corner of the property. Access for the single family home is a driveway off Iron Horse Drive on the northern property boundary, and access for the guest house will be along the same driveway as it follows the eastern property line.

A. **OWNER:**

3013 Iron Horse Drive LLC
2000 McKinney Ave, Ste 1000
Dallas, TX 75201

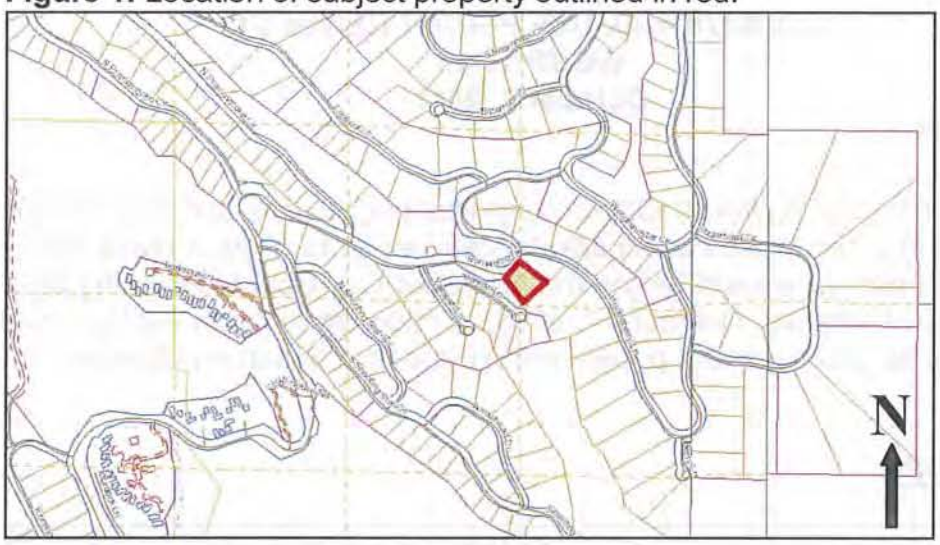
REPRESENTATIVE:
Nick Fullerton
P.O. Box 2770
Bigfork, MT 59911

B. **SIZE AND LOCATION OF PROPERTY:**

The property is approximately 1.043-acres. It is located at 3013 Iron Horse Drive and can be described as Lot 123 of Iron Horse Phase 3 Subdivision (S13-T31N-R22W).

EXHIBIT
1

Figure 1: Location of subject property outlined in red.



C. **EXISTING LAND USE AND ZONING:**

The subject property is currently developed with a single family residence. The property is zoned WCR/WPUD, County Residential District with a Planned Unit Development overlay. The purpose of this district is intended for detached single-family homes together with farm and/or accessory buildings situated in a setting conducive to a rural lifestyle.

D. **ADJACENT LAND USES AND ZONING:**

North:	Vacant Residential	WSR/PUD
West:	Vacant Residential	WSR/PUD
South:	Residential	WCR/PUD
East:	Vacant Residential	WCR/PUD

E. **ZONING DISTRICT:**

WCR (Country Residential District)

F. **WHITEFISH CITY-COUNTY GROWTH POLICY DESIGNATION:**

The Growth Policy designation for this area is Suburban Residential which generally corresponds to the WCR, WSR and WER zoning districts. Lower density residential areas at the periphery of the urban service area generally fall under this designation on the Future Land Use Map. The residential product type is predominantly single-family, but cluster homes and low-density town homes that preserve significant open space are also appropriate. Densities range from one unit per 2 ½ acres to 2.5 units per acre, but could be higher through the PUD. Cluster residential that preserves considerable open space, allows for limited agriculture, maintains wildlife habitat is encouraged.

G. **UTILITIES:**

Sewer:	City of Whitefish
Water:	City of Whitefish
Solid Waste:	North Valley Refuse
Electric:	Flathead Electric Co-op
Gas:	NorthWestern Energy
Phone:	CenturyLink
Police:	City of Whitefish
Fire:	Whitefish Fire Department

H. **PUBLIC COMMENTS**

A notice was mailed to adjacent land owners within 150-feet of the subject parcel on September 27, 2013. A notice was mailed to advisory agencies on September 27, 2013. A notice of the public hearing was published in the *Whitefish Pilot* on October 2, 2013. As of the writing of this staff report, no comments have been received.

REVIEW AND FINDINGS OF FACT

This application is evaluated based on the "criteria required for consideration of a Conditional Use Permit," per Section 11-7-8(J) of the Whitefish Zoning Regulations.

1. Growth Policy Compliance:

Finding 1: The proposed use complies with Growth Policy Designation of Suburban Residential because it will be utilized as a single-family residence.

2. Compliance with regulations. The proposal is consistent with the purpose, intent, and applicable provisions of these regulations.

The underlying zoning is WCR (Country Residential District), with an approved PUD (Planned Unit Development) overlay. The purpose and intent of this zoning category describes single-family homes in a suburban or rural lifestyle.

The development proposal is consistent with the purpose and intent of the applicable regulations. Section 11-3-12 of the Whitefish Zoning Regulations describes the requirements for a guest house and this project meets all the requirements. The guest house is located on a lot that was approved through the subdivision review process, and complies with both the minimum lot size and lot width requirements. The proposed guest house will be accessory to a single family home and adequate parking is being provided. The zoning setbacks are being met with the submitted site plan.

Finding 2: The proposed use complies with the WCR/WPUD zoning district because it conforms to the standards outlined in the PUD and Section 11-3-12 of the Whitefish Zoning Regulations for guest houses.

3. **Site Suitability. The site must be suitable for the proposed use or development, including:**

Adequate usable land area: The subject parcel is 1.043-acres in size. Although the lot does not comply with the WCR minimum lot size found in the Whitefish Zoning Regulations, it was approved through subdivision review process and complies with the PUD overlay zoning. The structure meets all required setbacks. The maximum permitted lot coverage allowed under the PUD appears to be met, and will be confirmed at the time a building permit application is submitted.

Figure 2: Location of proposed guest house.

Access that meets the standards set forth in these regulations, including emergency access: There is an existing access to the site off Iron Horse Drive which provides access to the existing single-family residence. The proposed guest house will be accessed from the same existing driveway. Iron Horse Drive is a 30 foot wide paved private road with a 60 foot wide right-of-way, providing adequate access for emergency situations.

Absence of environmental constraints that would render the site inappropriate for the proposed use or development, including, but not necessarily limited to floodplains, slope, wetlands, riparian buffers/setbacks, or geological hazards: The subject property is currently developed with an existing home and surrounding retaining walls used to terrace the sloped topography. The applicant is proposing to remove a portion of one retaining wall, and rebuild the wall closer to the property line (outside of the required setbacks) in order to provide a buildable area for the proposed guest house. (See Figure 3.) Section 11-3-11(B) of the Whitefish Zoning Regulations states that retaining walls shall not exceed 4 feet in height measured from the adjacent finished grade on the downhill side. If greater heights must occur, the project shall use a series of terraced or stepped walls. Additionally, the applicant shall be required to obtain a building permit for the retaining wall as the wall will not be installed for landscaping purposes only. The guest house is not located within a 100-year floodplain, and is not within a wetland or near a river.

Figure 3: Existing retaining wall to be relocated.

Finding 3: The subject property is suitable for the proposed guest house because the lot is located within an approved subdivision, the proposal meets the required minimum lot coverage and setbacks, access is provided via a 30 foot wide paved private road, and the applicant will be required to obtain a building permit for the proposed remodeled retaining walls demonstrating compliance with Section 11-3-11(B) of the Whitefish Zoning Regulations.

4. **Quality and Functionality. The site plan for the proposed use or development has effectively dealt with the following design issues as applicable.**

Parking locations and layout: Section 11-6-2(A) of the Whitefish Zoning Regulations requires two (2) parking spaces per single family dwelling unit and Section 11-3-12 requires one (1) space per guest house with less than 1200 square feet. The submitted site plan identifies three parking spaces within a covered garage, which would provide adequate space to accommodate all parking needs on site. (See Figure 4.) Additionally, there is existing gravel parking areas located outside the garage along the driveway which could be utilized for the guest house parking.

Figure 4: Existing garage with 3 parking spaces.

Traffic Circulation: The proposed use should not impact traffic circulation on the existing road. Iron Horse Drive is a 30 foot paved road, with a 60 foot wide right-of-way.

Open space: The submitted site plan appears to have adequate open space.

Fencing/Screening: Fencing and screening are not required by the zoning regulations. The applicant is proposing to move an existing stone retaining wall to make room for the guest house building site. Section 11-3-11(B) of the Whitefish Zoning Regulations states that retaining walls shall not exceed 4 feet in height measured from the adjacent finished grade on the downhill side. If greater heights

must occur, the project shall use a series of terraced or stepped walls. Additionally, the applicant shall be required to obtain a building permit for the retaining wall as the wall will not be installed for landscaping purposes only.

Landscaping: Section 11-4-1 of the Whitefish Zoning Regulations exempts single family dwellings and guest houses from the landscaping requirements; therefore, no landscape plan is required. However, the subject property is currently landscaped and has many large, established trees.

Signage: No signage is proposed for the guest house.

Undergrounding of new and existing utilities: The subject property currently has existing utilities located on site which service the primary residence. The applicant is proposing to extend the existing utilities, including gas, electric, water, and sewer to the new guest house. Any new utilities will be installed underground.

Finding 4: The quality and functionality of the proposed development is adequate because the applicant can meet the required number of parking spaces, the proposed use will not impact existing traffic circulation, the applicant will be required to obtain a building permit for the new retaining wall as it will not be only for landscaping purposes, no signage is proposed for the guest house, and all new utilities will be undergrounded.

5. Availability and Adequacy of Public Services and Facilities.

Sewer and water: The subject property is currently served by sewer and water to the existing single-family residence. The applicant is proposing to extend the existing water and sewer services to the proposed guest house.

Storm Water Drainage: Storm water created by the proposed guest house is not anticipated to impact adjacent properties because all storm water is required to be maintained on-site.

Fire Protection: The Whitefish Fire Department serves the site and response times and access is adequate. The proposed guest house is not expected to have significant impacts upon fire services as the use is residential.

Police: The City of Whitefish Police Department serves the site. Since the subject property is located approximately 4 miles from the police station, response times appear adequate. The proposed guest house is not expected to have significant impacts upon police services.

Streets: The subject property is accessed off of Iron Horse Drive – a 30 foot paved private road with a 60 foot right-of-way.

Finding 5: The subject property appears to have adequate availability of public services because the property is currently served by sewer and water, is within the jurisdiction of the Whitefish Fire Department, is located approximately 4 miles from the City of Whitefish Police Department, and is accessed from a paved 30 foot private road with a 60 foot wide right-of-way.

6. Neighborhood/Community Impact:

Traffic Generation: Traffic impacts are anticipated to be minimal as the subject property has an existing single-family residence, and the proposed guest house should not result in a significant impact to traffic on Iron Horse Drive or surrounding roadways.

Noise or Vibration: No additional noise or vibration is anticipated to be generated from the proposed use. Additional noises or vibrations may be associated with construction of the proposed use, but are not anticipated to be permanent impacts.

Dust, Smoke, Glare, or Heat: No impact is anticipated beyond what would be expected from the residential use currently onsite. The driveway to the single-family home and proposed guest house is paved to minimize dust accumulation, and the site will be landscaped after building completion.

Smoke, Fumes, Gas, and Odor: No impact is anticipated with regard to smoke, fumes, gas or odors.

Hours of Operation: There are no hours of operation anticipated with this use beyond those that would be typical for a residential property.

Finding 6: The proposed development is not anticipated to have a negative neighborhood impact because the proposed guest house will not increase traffic generation on Iron Horse Drive, no noise or vibration is anticipated beyond associated construction disturbance, the current driveway and access roads are paved, no fumes or other odors are anticipated, and there will be no hours of operation for the residential use.

7. Neighborhood/Community Compatibility:

Structural Bulk and Massing: The proposed guest house's bulk and massing will be comparable to the existing primary residence, although smaller in size and scale. The new structure will also be similar to existing adjacent residential structures located throughout the subdivision.

Context of Existing Neighborhood: The existing neighborhood is comprised of single family residences. The proposed use is not expected to impact or change the character of the existing neighborhood. The proposed use is consistent with

the existing zoning, as well as the structures already constructed within the subdivision.

Density: The design of the proposed structure is similar to other buildings in the area. The applicant has already received building approval from the subdivision's Home Owners Association to apply for the Conditional Use Permit. The density is not out of character with the area.

Community Character: The proposed guest house will not be detrimental to the immediate neighborhood integrity as the guest house reflects the housing standards established for the subdivision, and will be utilized as an accessory use to the existing primary residence.

Finding 7: The proposed guest house is compatible with the surrounding neighborhood because the use is similar to residential uses existing within the subdivision, it will be comparable to the existing single-family home although smaller in size and scale, and it will not be detrimental to the immediate neighborhood as it will be used as an accessory structure and will reflect the housing standards established for the subdivision.

RECOMMENDATION

It is recommended that the Whitefish City-County Planning Board adopt the findings of fact within staff report WCUP 13-13 and that this conditional use permit be recommended for **approval** to the Whitefish City Council subject to the following conditions:

1. The project shall be constructed in compliance with the plan dated September 26, 2013, except as amended by these conditions. Any significant deviation from the plans shall require approval.

2. All storm water generated by the proposal shall be retained on-site.

3. One off-street parking space shall be designated for the guest house and two off-street parking spaces shall be designated for the primary residence as shown on the project drawing.

4. The applicant shall be required to obtain a building permit from the City for the guest house and the proposed retaining wall, as the wall will be for more than landscaping purposes.

5. Prior to construction, the property owner shall provide the City a recorded copy of either a deed restriction or a restrictive covenant that the guesthouse may not be used for rental purposes or as a permanent residence for anyone employed in a home occupation on the subject property.

6. Any outdoor lighting that is used for the guest house shall be placed on a timer or motion sensor and shall be fully shielded and/or have a full cut-off lens to avoid intrusion onto adjoining properties or into the night sky.

7. The conditional use permit is valid for 18 months and shall terminate unless commencement of the authorized activity has begun.

Planning & Building Department
PO Box 158
510 Railway Street
Whitefish, MT 59937
(406) 863-2410 Fax (406) 863-2409

Public Notice of Proposed Land Use Action

The City of Whitefish would like to inform you that Nick Fullerton Architects on behalf of 3013 Iron Horse Drive llc is proposing to construct a guest house. The property is developed with a single family home and is zoned WCR/PUD (Country Residential District with a Planned Unit Development overlay). The property is located at 3013 Iron Horse Drive and can be legally described as Lot 123, Iron Horse Subdivision in Section 13 Township 31N Range 22W P.M.M., Flathead County.

You are welcome to provide comments on the project. Comments can be in written or email format. The City-County Planning Board will hold a public hearing for the proposed project request on:

Thursday, October 17, 2013
6:00 p.m.
Whitefish City Council Chambers, City Hall
402 E. Second Street, Whitefish MT 59937

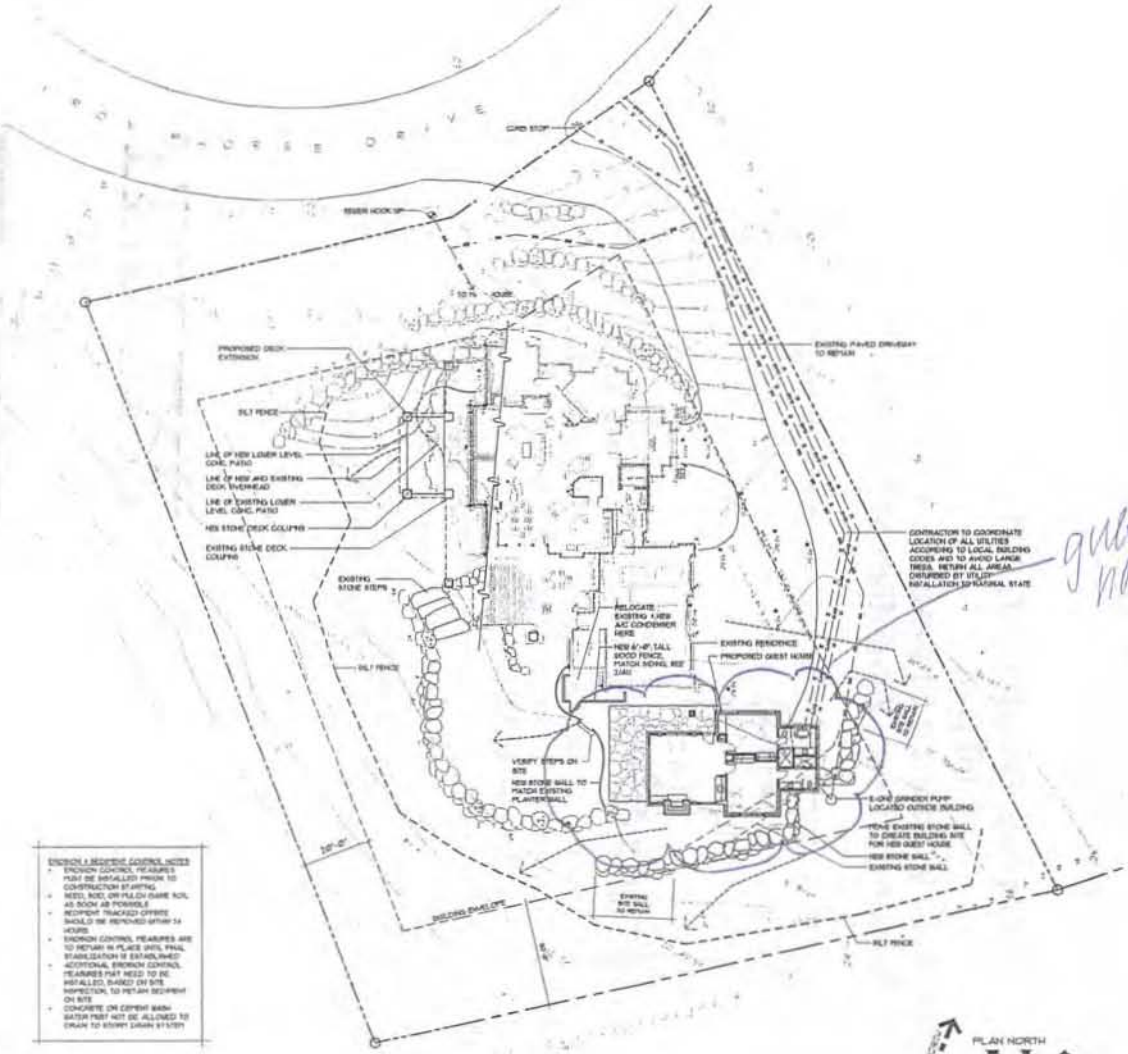
The City-County Planning Board will make a recommendation to the City Council, who will then hold a public hearing and take final action on Monday, November 4, 2013 at 7:10 p.m., also in the Whitefish City Council Chambers.

On the back of this flyer is a site plan of the project. Additional information on this proposal can be obtained at the Whitefish Planning Department located at 510 Railway Street. The public is encouraged to comment on the above proposals and attend the hearings. Please send comments to the Whitefish Planning Department, PO Box 158, Whitefish, MT 59937, or by phone (406) 863-2410, fax (406) 863-2409 or email at *wcompton-ring@cityofwhitefish.org*. Comments received by the close of business on Monday, October 7, 2013, will be included in the packets to the Planning Board members. Comments received after the deadline will be summarized to the Planning Board members at the public hearing.

EXHIBIT

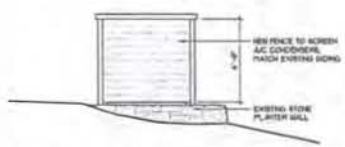
2

PLEASE SHARE THIS NOTICE WITH YOUR NEIGHBORS

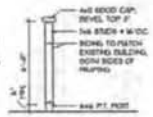


1 SITE PLAN
SCALE: 1/16" = 1'-0"

SOUTH ELEVATION



WEST ELEVATION



TYP. SECTION

2 SCREEN FENCE DETAILS
SCALE: 1/4" = 1'-0"

nfa
fullerton architects p.c.

No.	Date	Revision
--	--	--

Project Number 13-109

DUVALL RESIDENCE
GUEST HOUSE & DECK ADDITION

3810 Iron Horse Drive
Whitefish, Montana

ISSUED FOR PERMIT

Drawn: PM
Checked: MF
Date: September 16, 2013

Sheet Title:
SITE PLAN & EROSION CONTROL PLAN

Sheet Number:
A1.1

Bailey Minnich

From: Wendy Compton-Ring [wcompton-ring@cityofwhitefish.org]
Sent: Friday, September 27, 2013 11:31 AM
To: 'Anne Moran'; Ashley Keltner; 'Ben DeVall'; Bill Dial; 'BJ Grieve'; Cal Scott; Christina L Schroeder; 'Chuck Curry'; Columbia Falls Fire Department; 'Dave Lawrence'; Dennis Oliver; 'Doug Schuch'; 'Eric Smith'; Gary Engman; Gary Krueger; Ginger Kauffman; 'James Freyholtz'; 'Joe Page'; 'John Wilson'; 'Judy Williams'; Karen Reeves; 'Kate Cassidy'; Kate Orozco; 'Kuennen, Norman'; 'Lisa Timchak'; 'Lorch, Steve'; 'Lynn Zanto'; 'Marcia Sheffels'; 'Mark Baumler'; 'Mark Deleray'; North Valley Refuse; 'Pamela Holmquist'; 'Patti V'; 'Pris, Jeremy'; 'Rita Hanson (for Whitefish Water & Sewer District)'; 'Steve Kilbreath'; 'Steve Kvapil'; 'Stickney, Nicole'; SueAnn Grogan; Tara Fugina; 'Tom Kennelly'; Tony.Hirsch@Centurylink.com; 'Traci Sears '; Virgil Bench; 'Whitefish Parks and Recreation'
Cc: David Taylor
Subject: October City-County Planning Board
Attachments: 10-2013_PB meeting.pdf

Attached please find the Whitefish City-County Planning Board notice for October.

Wendy Compton-Ring, AICP
Senior Planner
City of Whitefish
406-863-2418

EXHIBIT
3

PLANNING & BUILDING DEPARTMENT
PO Box 158
510 Railway Street
Whitefish, MT 59937
(406) 863-2410 Fax (406) 863-2409

Date: September 27, 2013

To: Advisory Agencies & Interested Parties

From: Whitefish Planning & Building Department

The regular meeting of the Whitefish City-County Planning Board will be held on Thursday, October 17, 2013 at 6:00 pm. During the meeting, the Board will hold public hearings on the items listed below. Upon receipt of the recommendation by the Planning Board, the Whitefish City Council will also hold subsequent public hearing for them items on Monday, November 4, 2013. City Council meetings start at 7:10 pm. Planning Board and City Council meetings are held in the Whitefish City Council Chambers, Whitefish, Montana.

1. A proposal for a Conditional Use Permit by Digital Skylines representing Verizon Wireless to replace an 80' baseball field light with a new 80' light pole holding both field lights and cellular wireless panel antennas as well as a 1375 sq ft fenced area enclosing the pole and a 12' x 26' equipment building at the ball field at Memorial Park owned by the City of Whitefish at the corner of E. 2nd St and Pine Avenue (WCUP 13-12) Taylor

2. A proposal for a Conditional Use Permit by Neil Stuber and Corrie Colbert on behalf of Hurraw! Balm for an expanded home occupation permit at 625 Park Avenue. (WCUP 13-11) Compton-Ring

3. A proposal for a Conditional Use Permit by Nick Fullerton Architects on behalf of 3013 Iron Horse Drive llc for a guest house at 3013 Iron Horse Drive. (WCUP 13-13) Compton-Ring

4. A work session to review a draft of a potential new zoning district, Whitefish Planned Resort Development, as called for in the 2007 Whitefish City-County Growth Policy (Taylor)

Documents pertaining to this agenda item is available for review at the Whitefish Planning & Building Department, 510 Railway Street during regular business hours. Inquiries are welcomed. Interested parties are invited to attend the hearing and make known their views and concerns. Comments in writing may be forwarded to the Whitefish Planning & Building Department at the above address prior to the hearing or via email: *dtaylor@cityofwhitefish.org*. For questions or further information regarding this proposal, phone 406-863-2410.

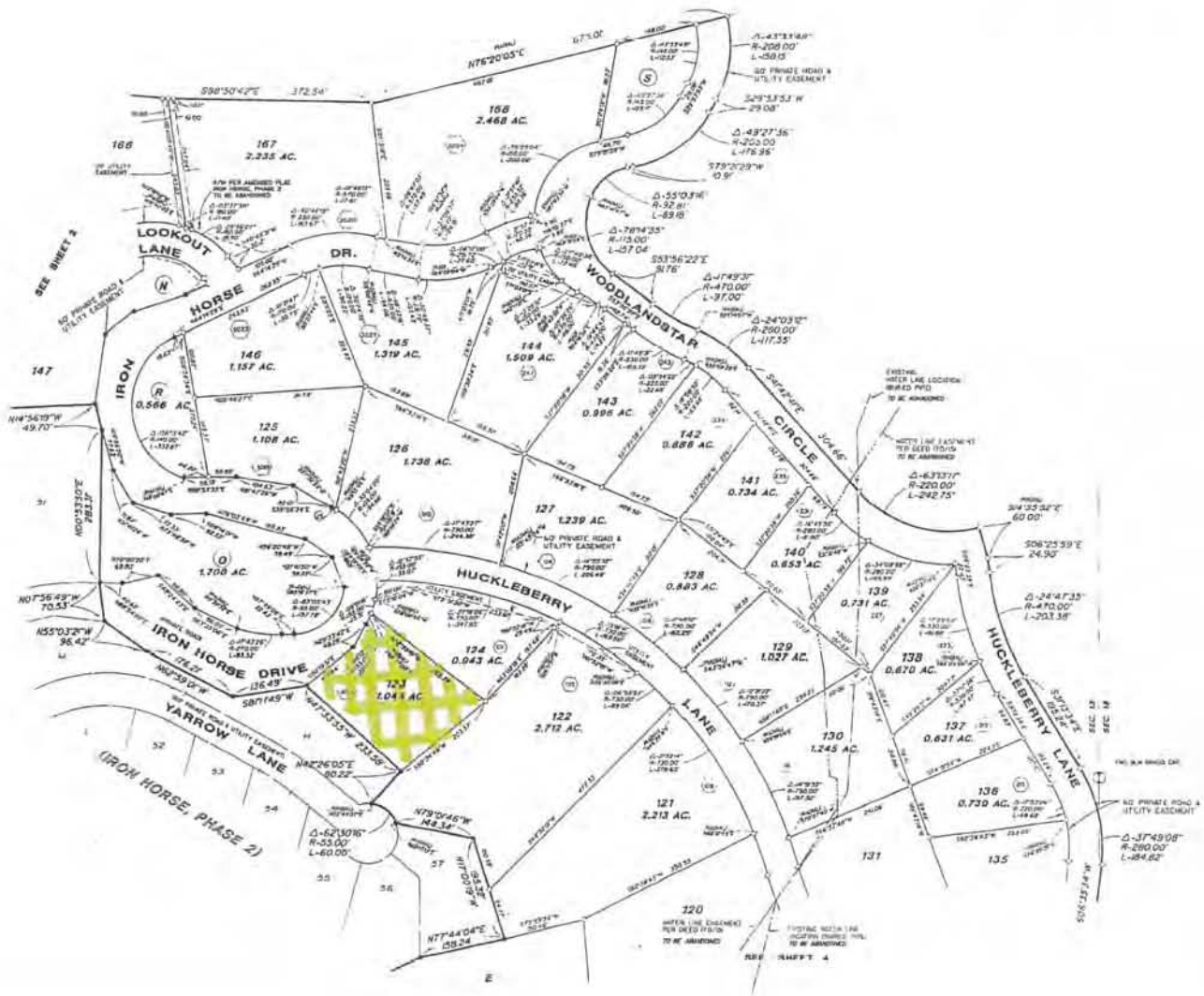
BY: SANDS SURVEYING, INC.
1995 THIRD AVENUE EAST
KALISPELL, MT. 59901
PH: (406) 755-6481

JOB NO. 168768
DWG NO. 08801
JOB FILE 13923

FOR: PAT DONOVAN
OWNERS: IRON HORSE AT WHITEFISH, LLC

PLAT OF
IRON HORSE, PHASE 3
A SUBDIVISION

EXHIBIT 4



LEGEND

- 1/4 CORNER AS NOTED
- FOUND 1/2" REBAR BY 7975-S UNLESS NOTED
- SET 1/2"x24" REBAR WITH 1 1/4" PLASTIC CAP, STAMPED SANDS 7975-S
- ADDRESS
- 20' GREENBELT SETBACK EASEMENT OF EACH SIDE OF PROPERTY LINE

SHEET 3 OF 4 SHEETS

Whitefish Planning & Building
PO Box 158
510 Railway Street
Whitefish, MT 59937
Phone: (406) 863-2410 Fax: (406) 863-2409

APPLICATION FOR CONDITIONAL USE PERMIT
CITY OF WHITEFISH

FEE ATTACHED $990.00 **(See current fee schedule)**

OWNER(S) OF RECORD:
Name: 3013 IRON HORSE DRIVE LLC
Mailing Address: 2000 MCKINNEY AVE. STE 1000
City/State/Zip: DALLAS, TX 75201 Phone:

PERSON(S) AUTHORIZED TO REPRESENT THE OWNER(S) AND TO WHOM ALL CORRESPONDENCE IS TO BE SENT:

Name: NICK FULLERTON
Mailing Address: PO BOX 2770
City/State/Zip: BIGFORK, MT 59911 Phone: 837-1550

LEGAL DESCRIPTION OF PROPERTY (Refer to Property Records):
Street Address: 3013 IRON HORSE DR. Sec. No. 13 Township 31N Range No. 22W

Subdivision Name: IRON HORSE PH3 Tract No(s). Lot No(s). 123 Block No.

DESCRIBE PROPOSED USE: GUEST HOUSE

ZONING DISTRICT: WCR/WPUD

CHAPTER 7 OF TITLE 11 WHITEFISH ZONING REGULATIONS REQUIRES THE FOLLOWING:

A. FINDINGS - The following criteria form the basis for approval or denial of the Conditional Use Permit. The burden of satisfactorily addressing these criteria lies with the applicant. Review the criteria below and, on a separate sheet of paper, discuss how the proposal conforms to the criteria. If the proposal does not conform to the criteria, describe how it will be mitigated.

1. Describe how the proposal conforms to the applicable goals and policies of the Whitefish City-County Growth Policy.

EXHIBIT 5

2. Describe how the proposal is consistent with the purpose, intent and applicable provisions of the regulations.

3. How is the property location suitable for the proposed use? Is there adequate usable land area? Does the access, including emergency vehicle access, meet the current standards? Are environmentally sensitive areas present on the property that would render the site inappropriate for the proposed use?

4. How are the following design issues addressed on the site plan?
   a. Parking locations and layout
   b. Traffic circulation
   c. Open space
   d. Fencing/screening
   e. Landscaping
   f. Signage
   g. Undergrounding of new utilities
   h. Undergrounding of existing utilities

5. Are all necessary public services and facilities available and adequate? If not, how will public services and facilities be upgraded?
   a. Sewer
   b. Water
   c. Stormwater
   d. Fire Protection
   e. Police Protection
   f. Street (public or private)
   g. Parks (residential only)
   h. Sidewalks
   i. Bike/pedestrian ways – including connectivity to existing and proposed developments

6. How will your project impact on adjacent properties, the nearby neighborhoods and the community in general? Describe any adverse impacts under the following categories.
   a. Excessive traffic generation and/or infiltration of traffic into neighborhoods
   b. Noise, vibration, dust, glare, heat, smoke, fumes, odors

7. What are the proposed hours of operation?

8. How is the proposal compatible with the surrounding neighborhood and community in general in terms of the following:
   a. Structural bulk and massing
   b. Scale
   c. Context of existing neighborhood
   d. Density
   e. Community Character

B. PROPERTY OWNER LIST

Submit a list of names with mailing addresses of property owners within **150** feet of the proposed use (**public street right-of-ways are not counted as part of the**

150 feet). The owner of record must appear exactly as on the official records of Flathead County. This list is obtained from the Flathead County GIS Department using the 'Adjacent Landowner Request' form.

C. SITE PLAN

Submit a site plan, either drawn to scale or with dimensions added, which shows in detail your proposed use, your property lines, existing and proposed buildings, traffic circulation, driveways, parking, landscaping, fencing, signage, and any unusual topographic features such as slopes, drainage, ridges, etc. Where new buildings or additions are proposed, building sketches and elevations shall be submitted.

I hereby certify under penalty of perjury and the laws of the State of Montana that the information submitted herein, on all other submitted forms, documents, plans or any other information submitted as a part of this application, to be true, complete, and accurate to the best of my knowledge. Should any information or representation submitted in connection with this application be untrue, I understand that any approval based thereon may be rescinded, and other appropriate action taken. The signing of this application signifies approval for the Whitefish Planning & Building staff to be present on the property for routine monitoring and inspection during the approval and development process.

Applicant's Signature

9.26.13

Date

PETER HALL

Print Name

Duvall Guest House

09.26.13

The Duvall guest house conforms to the criteria that are the basis for approval of a conditional use permit.

The Guest house is not detrimental to any of the goals or in exception of any of the policies outlined in the Whitefish City-County Growth Policy. The guest house will not affect air quality. The construction of the guest house will meet all standards of erosion control and the final site will protect water quality with planting to eliminate erosion and sedimentation. The remaining natural buffer will protect from nutrient loading. There will be no critical areas affected by this building. This project is in line with future land use goals and policies. None of the policies or goals within the community facilities element are applicable. The guest house will not displace affordable housing and is in line with the housing element goals and policies. The economic development goals and policies are not particularly applicable. However, a guest house does encourage a visitation economy.

It is consistent with applicable regulations. The zoning for this project is WCR-WPUD which allows a guest house as a conditional use. This building will be accessory to the main dwelling and will be built within building setbacks and lot coverage regulations.

The site is suitable for this proposed use. Access to the site is existing and adequate including access for emergency vehicles. There are no environmentally sensitive areas on the site.

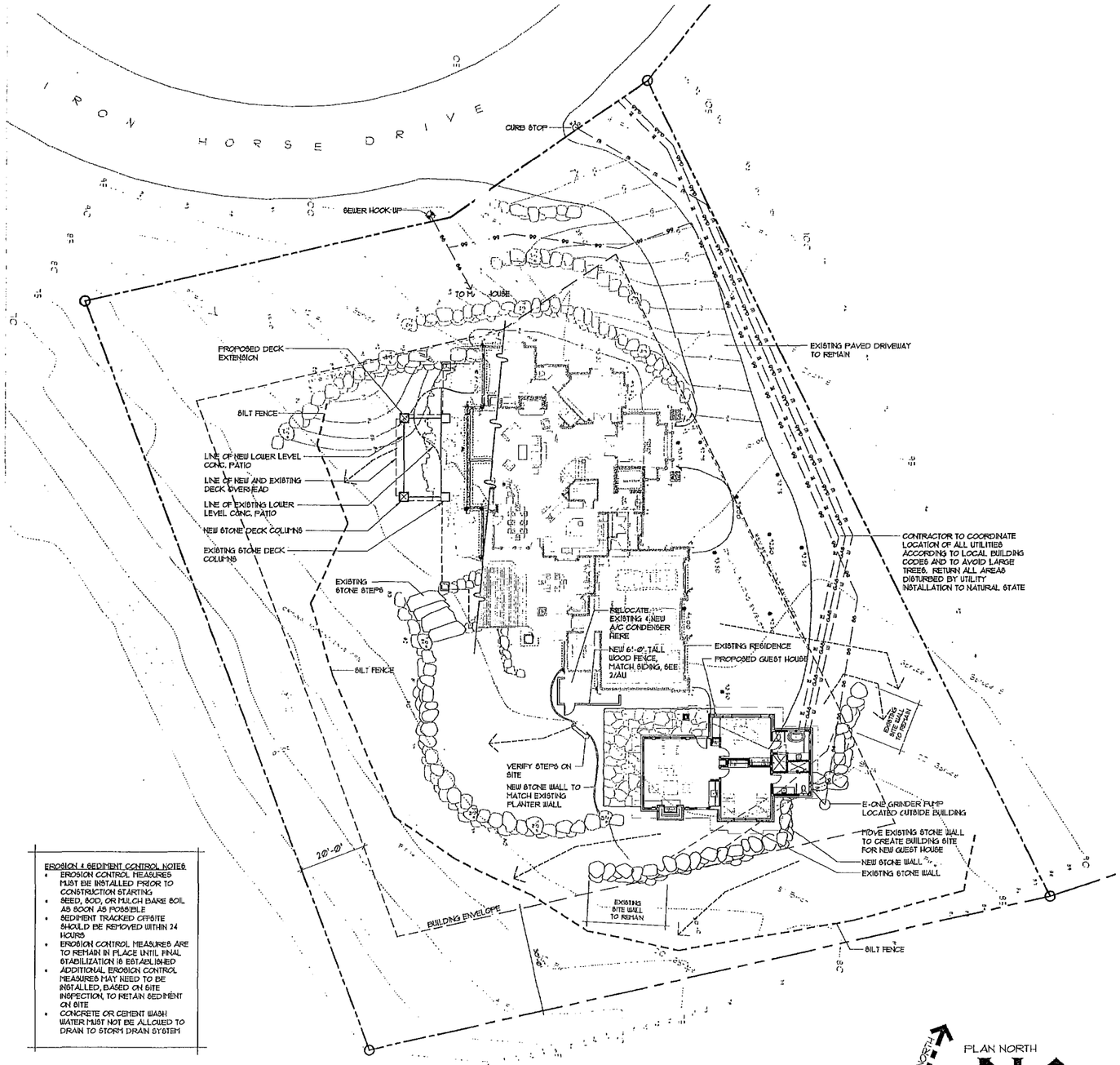
Existing site features are adequate for a functioning design. Parking and circulation are existing and adequate. Underground utilities will be routed according to applicable codes and will be linked to existing systems.

Existing public services are adequate for the proposal.

This guest house will not affect neighboring properties or the community in general.

The hours of operation is not applicable.

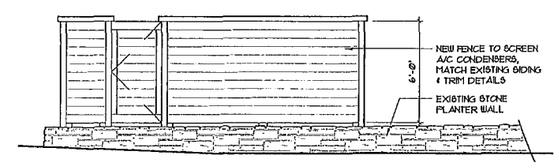
Because of the Iron Horse review process the appearance and character of the guest house have been strictly controlled to fit the community's character.



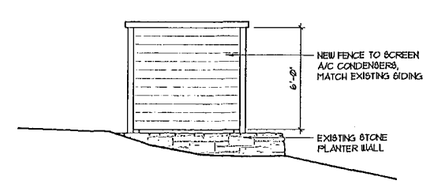
EROSION & SEDIMENT CONTROL NOTES

- EROSION CONTROL MEASURES MUST BE INSTALLED PRIOR TO CONSTRUCTION STARTING
- SEED, SOD, OR MULCH BARE SOIL AS SOON AS POSSIBLE
- SEDIMENT TRACKED OFFSITE SHOULD BE REMOVED WITHIN 24 HOURS
- EROSION CONTROL MEASURES ARE TO REMAIN IN PLACE UNTIL FINAL STABILIZATION IS ESTABLISHED
- ADDITIONAL EROSION CONTROL MEASURES MAY NEED TO BE INSTALLED, BASED ON SITE INSPECTION, TO RETAIN SEDIMENT ON SITE
- CONCRETE OR CEMENT WASH WATER MUST NOT BE ALLOWED TO DRAIN TO STORM DRAIN SYSTEM

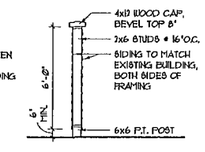
1 SITE PLAN
SCALE: 1/16" = 1'-0"



SOUTH ELEVATION



WEST ELEVATION



TYP. SECTION

2 SCREEN FENCE DETAILS
SCALE: 1/4" = 1'-0"

STATE OF MONTANA
NF FULLERTON
1373
LICENSED ARCHITECT

nfa
fullerton architects p.c.
P.O. Box 7110, Bigfork, MT 59911
Ph. 406-837-8550 Fx. 406-837-8560
E-MAIL: nfa@fullertonx.com

FOR CONSTRUCTION

No.	Date	Revision
--	--	--

Project Number B-008

DUVALL RESIDENCE
GUEST HOUSE &
DECK ADDITION

3013 Iron Horse Drive
Whitefish, Montana

ISSUED FOR PERMIT

ALL RIGHTS RESERVED BY: FULLERTON ARCHITECTS P.C.
DO NOT COPY OR REPRODUCE WITHOUT WRITTEN PERMISSION

Drawn:	PH
Checked:	NF
Date:	September 16, 2013

Sheet Title:

SITE PLAN & EROSION CONTROL PLAN

Sheet Number:

A1.1

S:\nfa2013\Duval 13-1008 Working Drawings\A1 Site Plan.dwg Sep 19, 2013

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PLANNING & BUILDING DEPARTMENT
510 Railway Street, PO Box 158, Whitefish, MT 59937
(406) 863-2410 Fax (406) 863-2409

October 29, 2013

Mayor and City Council
City of Whitefish
PO Box 158
Whitefish MT 59937

RE: Stuber/Colbert Home Occupation at 625 Park Avenue; (WCUP 13-11)

Honorable Mayor and Council:

Summary of Requested Action: Neil Stuber and Corrie Colbert on behalf of Hurraw! Balm llc are requesting approval of a Conditional Use Permit to allow an expanded home occupation at 625 Park Avenue. The property is currently developed with a single family home. The property is zoned WR-4 (High Density Multi-Family Residential District). The Whitefish Growth Policy designates this property as "High Density Residential".

Planning Board Action: The Whitefish City-County Planning Board met on October 17, 2013 and considered the request. Following the hearing, the Planning Board unanimously recommended approval of the above referenced conditional use permit with seven (7) conditions. (Blake, Vail and Smith were absent) The Planning Board also amended condition of approval #4 for Council consideration:

4. A minimum of ~~600~~ 250 square feet of the building shall be converted into a residential unit. ~~for the owner or a current employee and shall be continuously occupied for the duration of the home occupation.~~

Planning & Building Department Recommendation: Staff recommended approval of the above referenced conditional use permit with seven (7) conditions set forth in the attached staff report.

Public Hearing: Two members of the public spoke in support of the project at the hearing. The applicant spoke at the hearing and voiced his concerns with the requirement of the residential requirement. While the applicant admitted it is an issue with the zoning regulations, they have a desire to utilize the entire structure for their business. The Planning Board acknowledged the concern, but recognized that the zoning and the home occupation requirements require a residential component. The Planning Board did recommend to reduce the residential component to 250 square feet from 600 square feet. The draft minutes for this item are attached as part of this packet.

This item has been placed on the agenda for your regularly scheduled meeting on November 4, 2013. Should Council have questions or need further information on this matter, please contact the Planning Board or the Planning & Building Department.

Respectfully,

Wendy Compton-Ring, AICP
Senior Planner

Att: Exhibit A: Recommended Conditions of Approval
Draft Minutes of 10-17-13 Planning Board Meeting

Exhibits from 10-17-13 Staff Packet

1. Staff Report – WCUP 13-11, 10-10-13
2. Adjacent Landowner Notice, 9-27-13
3. Advisory Agency Notice, 9-27-13
4. Letter, Whitefish School Board
5. Letter, Montana West Development, Kellie Danielson, 8-26-13

The following were submitted by the applicant:

6. Application for Conditional Use Permit, 8-28-13

The following was submitted at the public hearing:

7. Letter, Neil Stuber, 10-17-13

c: w/att Necile Lorang, City Clerk

c: w/o att Neil Stuber and Corrie Colbert, 103 Dakota Ave Whitefish, MT 59937

Exhibit A
Stuber/Colbert
WCUP 13-11
Whitefish City-County Planning Board
Recommended Conditions of Approval
October 17, 2013

1. The project shall be constructed in compliance with the plan dated August 28, 2013, except as amended by these conditions. Any significant deviation from the plans shall require approval.

2. Modifications to the building will require a professional design. This design shall be reviewed and approved by the Building Department.

3. All home occupation standards, except those being varied from in this request, shall be adhered to for the life of the project.

4. A minimum of ~~600~~ 250 square feet of the building shall be converted into a residential unit. ~~for the owner or a current employee and shall be continuously occupied for the duration of the home occupation.~~

5. Any exterior changes to the building, including painting, shall require Architectural Review.

6. A buffering landscaping plan shall be submitted to the Planning Department for review and approval along the north property line.

7. The conditional use permit is valid for 18 months and shall terminate unless commencement of the authorized activity has begun.

private property. Gunderson said this seems like a perfect solution. Meckel agreed that it is an improvement from the last proposal.

MOTION

Anderson moved and Phillips seconded Whitefish to adopt staff report WCUP 13-12 and recommend to the City Council to approve a Conditional Use Permit by Digital Skylines representing Verizon Wireless to replace an 80' baseball field light with a new 80' light pole holding both field lights and cellular wireless panel antennas as well as a 1375 sq ft fenced area enclosing the pole and a 12' x 26' equipment building at the ball field at Memorial Park owned by the City of Whitefish at the corner of E. 2nd St and Pine Avenue

VOTE

The motion passed unanimously. (Scheduled for City Council on November 4, 2013.)

HURRAW! BALM CONDITIONAL USE PERMIT REQUEST

A proposal for a Conditional Use Permit by Neil Stuber and Corrie Colbert on behalf of Hurraw! Balm for an expanded home occupation permit at 625 Park Avenue

STAFF REPORT WCUP 13-11

Planner Compton-Ring reported that Neil Stuber and Corrie Colbert, on behalf of Hurraw! Balm llc, are requesting a conditional use permit to exceed the home occupation standards at 625 Park Avenue. She said the applicant has a temporary CUP at their home on Dakota Avenue. The zoning regulations limit home occupation to no more than 25% of the gross floor area of the primary residence and limit employees to family members residing on the premises and one nonfamily member. If one exceeds these thresholds, a Conditional Use Permit is required. The applicant sees the building will serve their needs over the long-term. They currently have three part-time employees and are using 800 square feet of their existing home. At the most, the applicant will use more than 25% of the building and up to 12 full-time equivalent employees.

The subject property is currently developed with the Whitefish Independent high School and is about 1/3 of an acre. The Independent High School has been in operation at this site since 1999 and has been several nonresidential uses prior to the school. The property has never been residential use.

The Growth Policy designation is 'High Density Residential'. The Growth Policy defines this category as: "Multi-family residential, mostly in the form of apartments, condominiums, and townhomes, are accounted for by this designation. Areas designated for High Density Residential development are mostly near the downtown and along major transportation routes. All multi-family structures are now subject to architectural review, and the City will be looking for a higher quality of site planning, architecture, and overall development high density projects have exhibited in the past. The applicable zones are WR-3 and WR-4, but WR-2 with a PUD option

also allows for high densities." Serviced by all public utilities.

A notice was mailed to adjacent land owners within 150-feet of the subject parcel on September 27, 2013. A notice was mailed to advisory agencies on September 27, 2013. A notice of the public hearing was published in the *Whitefish Pilot* on October 2, 2013. Two letters in support were received.

As described previously in the report, the Growth Policy is silent on nonresidential uses in the High Density Residential land use; however, the WR-4 zoning does permit some nonresidential uses.

The Growth Policy does support a diversification of the economy that doesn't solely rely on tourist dollars. The Growth Policy also directs the City to 'seek ways to diversify the local base economy with compatible businesses and industries such that the character and qualities of Whitefish are protected.'

There is some existing landscaping along the west and south sides of the building. There are also some street trees along E 7th Street. A buffer on the north property line will be required.

The existing sign will be removed and the applicant indicates they will install a small sign near the front door.

The quality and functionality of the proposed development meets the required parking spaces. There is adequate open space and traffic circulation patterns will remain the same off E 7th Street. If there is room, a landscaping buffer shall be installed along the north property line.

The building is served by city water and sewer. At the previous Council meeting for their Dakota Avenue CUP, the Council directed Hurraw! to submit a list of products and if there was any possible impacts to the city's sewer system. The documents were submitted to the Public Works Department on September 10th. Staff has not received any comments from the Public Works Department on this matter with any concerns.

The proposed use should not impact traffic circulation on the existing road and should be less than the current use. The proposed development is not anticipated to have a negative neighborhood impact. Negative impacts on noise, dust, smoke, odor or other environmental nuisances are not expected to be associated with the use of one additional residential unit. Traffic should be no more impactful than the current use.

There are no proposed exterior changes to the building to accommodate the home occupation.

The existing neighborhood is a mixture of single family, multi-family, schools, daycares, a nursing home and a church. The proposed use is not expected to impact or change the character of the existing neighborhood. The proposed use, while a departure from the current use as a school, is consistent with the zoning and uses allowed and in place.

The proposed home occupation will not be detrimental to the immediate neighborhood integrity as the traffic impact will be less than the existing school and would be less than a multi-family development. This building has been in this neighborhood for over 60 years and the character of the building will remain unchanged.

In their existing neighborhood, the applicant recently received an expanded home occupation, until a suitable location was found. They have been in their current location for a number of years and the Planning Office has not fielded any complaints from neighbors concerning noise, odors, traffic or any other issues that may not be compatible with a residential neighborhood. In fact, with the previous request, the City received a letter from a neighbor indicating what a great neighbor they have been and how their business has not had any deleterious effects on the neighborhood.

It is recommended that the Whitefish City-County Planning Board adopt the findings of fact within staff report WCUP 13-11 and that this conditional use permit be recommended for approval to the Whitefish City Council subject to the following conditions:

1. The project shall be constructed in compliance with the plan dated August 28, 2013, except as amended by these conditions. Any significant deviation from the plans shall require approval.

2. Modifications to the building will require a professional design. This design shall be reviewed and approved by the Building Department.

3. All home occupation standards, except those being varied from in this request, shall be adhered to for the life of the project.

4. A minimum of 600 square feet of the building shall be converted into a residential unit for the owner or a current employee and shall be continuously occupied for the duration of the home occupation.

5. Any exterior changes to the building, including painting, shall require Architectural Review.

6. A buffering landscaping plan shall be submitted to the Planning Department for review and approval along the north property line.

7. The conditional use permit is valid for 18 months and shall terminate unless commencement of the authorized activity has begun.

PUBLIC HEARING

The public hearing was opened to those who wished to speak on the issue.

George Gardiner, 2339 Nordic Loop, spoke up for his daughter Heather Vrentas who is a member of the School Board, but had to be out of town tonight. She strongly supports this permit, as he does. The Independent High School will be an excellent facility for Hurraw! Inc. He said they originally wanted to build near the EMS center, but they have changed to choose this building. This will also benefit the new High School. The money will be used to offset some of the overages in the High School budget.

David Fern, 211 Dakota Avenue, said he is a neighbor of the applicant, and also serves on the School Board. He said Neil and Corrie have been great neighbors. He said it is important for the school and for the applicants that they sell this property. He thinks it is a terrific match for the neighborhood. He urged them to approve it.

Neil Stuber, 103 Dakota Avenue, said he is a partner in Hurraw! Lip balm. He said they have one problem, because they have no intent to use this as a residential location. They've been looking for 3 years to develop a business in Whitefish. They need to use this building as their primarily location, so having a residence there would create an awkward situation with daily flow and in reality, they could use all 8,000 square feet. He said they are in 3,200 square feet right now and it is already too small. He said they aren't willing to designate 600 feet for an apartment. He asked if there was another way to approach this. He wondered if they could be grandfathered-in. He said none of the other businesses had to have a residential component. He said the Planner's hands are tied because of the regulations, but he wants to know if they can purchase and use that building without having to have a residence there.

PUBLIC HEARING

No one wished to speak and the public hearing was closed.

BOARD DISCUSSION

Planner Compton-Ring said they talked about the business and the fact that it is a light-industrial business. The applicant was told that they couldn't make it light-industrial unless it was a home occupation. She said the former school and church were allowed

conditional uses in that zone. She said the only possibility would be to get a variance. Director Taylor said they can't give variances to uses, so this is the only option they can offer short of a re-zone request. Planner Compton-Ring said they recommended 600 feet because that is the size of an accessory apartment space. Director Taylor said there has to be an apartment for it to be a home occupation.

Phillips wondered if they could make it a smaller apartment. Gunderson said he wondered if there was a more creative option. He said no one has ever lived there. Here is an existing building that can be recycled for a great use. He said otherwise the building will sit empty for several years or could be torn down. He didn't see how there could be a better use than what is being proposed. He understands condition #4 fits with the existing property.

Phillips asked and Stuber said they have no intention of making a big business. He doesn't think a residence at this location makes any sense. He said they are going to have to look at other places. He is at the office from 7 a.m. to midnight. He doesn't want anyone living there. He said they can't be the #1 lip balm product, as they are in Sweden, if they manufacture out of their home. He said there is available infrastructure all over, but they are trying to stay in Whitefish. Phillips agreed that the corporate image is important.

George Gardiner asked and Director Taylor said spot zoning is against Montana law. Director Taylor said the only other option would be to amend WR-4 zoning to allow light industrial, but it could have unintended consequences across town.

Meckel said this isn't a desirable situation. He said it doesn't fit the requirements of a CUP in the WR-4. To change that, in his opinion, is outside their discretion. Phillips said they could have a conference room with a hide-a-bed and wet bar. Director Taylor said they could table it until they come up with something in the conditions or a change in the zoning, but for now, there has to be some type of residential use. Gunderson asked and Director Taylor said a school or churches are allowed conditional uses. Phillips asked and Director Taylor said it takes awhile to amend the WR-4 zone. He said it would be about 3 months. Meckel said he thought it would be good to move it on to the Council as it is because it is a zoning issue. Anderson agreed. He said there is a time frame issue here, too.

MOTION Anderson moved and Konopatzke seconded to adopt staff report WCUP 13-11 and recommend to the City Council to approve a Conditional Use Permit by Neil Stuber and Corrie Colbert on behalf of Hurraw! Balm for an expanded home occupation permit at 625 Park Avenue.

BOARD DISCUSSION

Phillips asked if they would like a smaller residential unit requirement and Stuber said they once had an apartment that was 250 square feet in New York. He said he knows someone has to be there all the time, though, and that is not their intention.

AMENDMENT

Phillips offered an amendment, seconded by Gunderson, to reduce Condition #4 from 600 to 250 square feet.

VOTE

The amendment passed unanimously.

AMENDMENT

Gunderson moved and Phillips seconded to amend condition #4 so it states, "A minimum of 250 square feet of the building shall be converted into a residential unit."

VOTE

The amendment passed unanimously.

VOTE

The original motion, as amended, passed unanimously. (Scheduled for City Council on November 4, 2013.)

3013 IRON HORSE DRIVE LLC CONDITIONAL USE PERMIT REQUEST

A proposal for a Conditional Use Permit by Nick Fullerton Architects on behalf of 3013 Iron Horse Drive llc for a guest house at 3013 Iron Horse Drive.

STAFF REPORT WCUP 13-13

Planner Bailey Minnich reported on a proposal for a Conditional Use Permit by Nick Fullerton Architects on behalf of 3013 Iron Horse Drive llc for a guest house at 3013 Iron Horse Drive. The 1.3 acre property is currently developed with a single family residence. The property is zoned WCR/WPUD, County Residential District with a Planned Unit Development overlay. The purpose of this district is intended for detached single-family homes together with farm and/or accessory buildings situated in a setting conducive to a rural lifestyle.

The Growth Policy designation for this area is Suburban Residential which generally corresponds to the WCR, WSR and WER zoning districts. Densities range from one unit per 2 ½ acres to 2.5 units per acre, but could be higher through the PUD. Cluster residential that preserves considerable open space, allows for limited agriculture, maintains wildlife habitat is encouraged.

A notice was mailed to adjacent land owners within 150-feet of the subject parcel on September 27, 2013. A notice was mailed to advisory agencies on September 27, 2013. A notice of the public hearing was published in the *Whitefish Pilot* on October 2, 2013. As of the writing of this staff report, no comments have been received.

The underlying zoning is WCR (Country Residential District), with an approved PUD (Planned Unit Development) overlay. The purpose and intent of this zoning category describes single-family homes in a

NEIL STUBER & CORRIE COLBERT
CONDITIONAL USE PERMIT REQUEST
WCUP 13-11
October 17, 2013

This is a report to the Whitefish City-County Planning Board and the Whitefish City Council regarding a request for a conditional use permit to allow an expanded home occupation. This application has been scheduled before the Whitefish City-County Planning Board for a public hearing on Thursday, October 17, 2013. A recommendation will be forwarded to the City Council for a subsequent public hearing and final action on Monday, November 4, 2013.

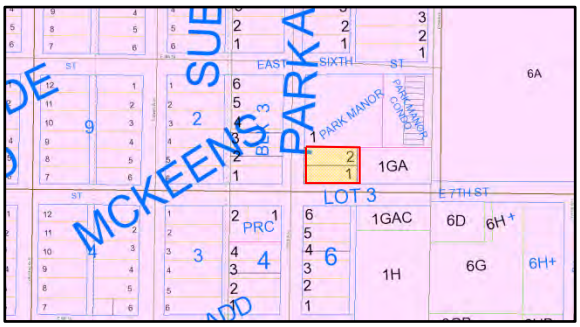
PROJECT SCOPE

Neil Stuber and Corrie Colbert, on behalf of Hurraw! Balm llc, are requesting a conditional use permit to exceed the home occupation standards at 625 Park Avenue. The zoning regulations limit home occupation to no more than 25% of the gross floor area of the primary residence and limit employees to family members residing on the premises and one nonfamily member. If one exceeds these thresholds, a Conditional Use Permit is required. The applicant sees the building will serve their needs over the long-term. They currently have three part-time employees and are using 800 square feet of their existing home. At the most, the applicant will use more than 25% of the building and up to 12 full-time equivalent employees.

A. **APPLICANT:**

Neil Stuber and Corrie Colbert
Hurraw! Balm llc
103 Dakota Ave
Whitefish, MT 59937

B. **SIZE AND LOCATION OF PROPERTY:**



The property is 0.333-acres and is located at 625 Park Avenue and can be described as Park Addition to Whitefish,

Block 6, Lots 1 and 2 (S31-T31N-R21W).

C. **EXISTING LAND USE:**

The subject property is currently developed with the Whitefish Independent high School. The Independent High School has been in operation at this site since 1999 and has been several nonresidential uses prior to the school.

D. **ADJACENT LAND USES AND ZONING:**

North:	Residential	WR-4
West:	Residential	WR-2
South:	Residential	WR-2
East:	vacant	WR-4

E. **ZONING DISTRICT:**

WR-4 (High Density Multi-Family Residential District)

The district is "intended for higher density residential purposes and for limited nonresidential uses that are compatible with such residential setting connected to municipal utilities and services."

F. **WHITEFISH CITY-COUNTY GROWTH POLICY DESIGNATION:**

The Growth Policy designation is 'High Density Residential'. The Growth Policy defines this category as: "Multi-family residential, mostly in the form of apartments, condominiums, and townhomes, are accounted for by this designation. Areas designated for High Density Residential development are mostly near the downtown and along major transportation routes. All multi-family structures are now subject to architectural review, and the City will be looking for a higher quality of site planning, architecture, and overall development high density projects have exhibited in the past. The applicable zones are WR-3 and WR-4, but WR-2 with a PUD option also allows for high densities."

G. **UTILITIES:**

Sewer:	City of Whitefish
Water:	City of Whitefish
Solid Waste:	North Valley Refuse
Electric:	Flathead Electric Co-op
Gas:	Northwest Energy
Phone:	CenturyLink

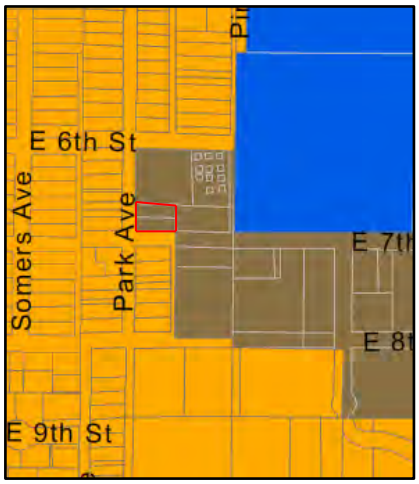
Police: City of Whitefish
Fire: Whitefish Fire Department

H. PUBLIC COMMENTS

A notice was mailed to adjacent land owners within 150-feet of the subject parcel on September 27, 2013. A notice was mailed to advisory agencies on September 27, 2013. A notice of the public hearing was published in the *Whitefish Pilot* on October 2, 2013. As of writing this report, no public comment has been received.

REVIEW AND FINDINGS OF FACT

This application is evaluated based on the "criteria required for consideration of a Conditional Use Permit," per Section 11-7-8(J) of the Whitefish Zoning Regulations.

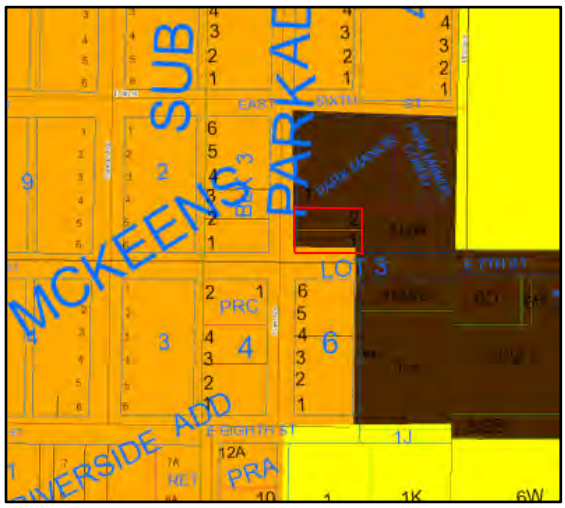


1. Growth Policy Compliance:

As described previously in the report, the Growth Policy is silent on nonresidential uses in the High Density Residential land use; however, the WR-4 zoning does permit some nonresidential uses.

The growth Policy does support a diversification of the economy that doesn't solely rely on tourist dollars. The Growth Policy also directs the city to 'seek ways to diversify the local base economy with compatible businesses and industries such that the character and qualities of Whitefish are protected.'

Finding 1: The proposed use complies with portions of the Growth Policy, but not the High Density Residential designation; however, the WR-4 zoning does permit nonresidential uses.



2. Compliance with regulations. The proposal is consistent with the purpose, intent, and applicable provisions of these regulations.

The underlying zoning is WR-4 (High Density Multi-Family Residential District).

The development proposal is consistent with the purpose and intent of the applicable regulations. Section 11-3-13 describes the standards for a home

occupation, but provides allowances for home occupations that exceed certain standards. This provision allows a business owner to request a Conditional Use Permit to ensure the project remains compatible with the neighborhood.

Finding 2: The proposed use complies with the zoning regulations and intent for the WR-4 district based on conditionally permitted uses for expanded home occupation.

3. Site Suitability. The site must be suitable for the proposed use or development, including:

Adequate usable land area: The subject parcel is 0.333-acres in size. The structure was built in 1950 and no exterior changes are proposed.

Access that meets the standards set forth in these regulations, including emergency access: The building is accessed by an existing parking area to the south off E 7th Street. The building also fronts on Park Avenue, but no access is available to Park Avenue. Both roads are paved and should allow adequate access for emergency situations.

Absence of environmental constraints that would render the site inappropriate for the proposed use or development, including, but not necessarily limited to floodplains, slope, wetlands, riparian buffers/setbacks, or geological hazards: There are no environmental constraints that would limit the ability of the applicant to use their property.

Finding 3: The site suitability for the subject property is addressed adequate usable land area, access and no environmental constraints.

4. Quality and Functionality. The site plan for the proposed use or development has effectively dealt with the following design issues as applicable.

Parking locations and layout: Section 11-6-2(A) of the Whitefish Zoning Regulations require two (2) parking spaces per dwelling unit and 1 space per 2 employees, but not less than 1 space for every 800 s.f. of gross floor area. This project would be required to have six (6) parking spaces and the property has 16 spaces. The proposed plans provide adequate space to accommodate all parking needs on site.

Traffic Circulation: Vehicles will continue to circulate as they do with the Independent School via E 7th Street.

Open space: The site plan has adequate open space.

Fencing/Screening: Fencing and screening are not proposed, but are required by the zoning regulations when a parking lot or commercial use abuts residentially zoned property. Staff would recommend some landscaping buffer be installed along the north property line to buffer this use from the adjacent residential use, if there is room.

Landscaping: There is some existing landscaping along the west and south sides of the building. There are also some street trees along E 7th Street.

Signage: The existing sign will be removed and the applicant indicates they will install a small sign near the front door.

Undergrounding of new and existing utilities: There are utilities existing on site servicing the structure.

Finding 4: The quality and functionality of the proposed development meets the required parking spaces. There is adequate open space and traffic circulation patterns will remain the same off E 7th Street. If there is room, a landscaping buffer shall be installed along the north property line.

5. Availability and Adequacy of Public Services and Facilities.

Sewer and water: The building is served by city water and sewer. At the previous Council meeting for their Dakota Avenue CUP, the Council directed Hurraw! to submit a list of products and if there was any possible impacts to the city's sewer system. The documents were submitted to the Public Works Department on September 10th. Staff has not received any comments from the Public Works Department on this matter with any concerns.

Storm Water Drainage: The building is in a neighborhood that is served by a public storm water system.

Fire Protection: The Whitefish Fire Department serves the site and response times and access is adequate. The proposed use is not expected to have significant impacts upon fire services.

Police: The City of Whitefish Police Department serves the site, response times and access is adequate. The proposed use is not expected to have significant impacts upon police services.

Streets: As described above, the building has public rights-of-way on the south (E 7th Street) and west (Park Avenue).

Finding 5: Adequate public services and facilities serve the project.

6. Neighborhood/Community Impact:

Traffic Generation: If the property were developed with the maximum number of multi-family units according to the underlying zoning of nine (9) units, traffic could be as high as 55 trips per day. As the school, maximum daily trips for 50 children (the number of children identified in the 1999 Conditional Use Permit) could be as high as 70 trips per day during the school year. The proposed light manufacturing use could have a maximum of 12 trips per day, assuming 3,000 square feet of area being used for the light manufacturing. The proposed use should not impact traffic circulation on the existing road and should be less than the current use.

Noise or Vibration: No additional noise or vibration is anticipated to be generated from the proposed use.

Dust, Smoke, Glare, or Heat: No impact is anticipated with regards to dust, smoke, glare or heat.

Smoke, Fumes, Gas, and Odor: No impact is anticipated with regard to smoke, fumes, gas or odors.

Hours of Operation: There are no hours of activity anticipated with this use beyond those that would be typical of the neighborhood for a residential use.

Finding 6: The proposed development is not anticipated to have a negative neighborhood impact. Negative impacts on noise, dust, smoke, odor or other environmental nuisances are not expected to be associated with the use of one additional residential unit. Traffic should be no more impactful than the current use.

7. Neighborhood/Community Compatibility:

Structural Bulk and Massing: There are no proposed exterior changes to the building to accommodate the home occupation.

Context of Existing Neighborhood: The existing neighborhood is a mixture of single family, multi-family, schools, daycares, a nursing home and a church. The proposed use is not expected to impact or change the character of the existing neighborhood. The proposed use, while a departure from the current use as a school, is consistent with the zoning and uses allowed and in place.

Density: The density is not out of character with the area.

Community Character: The proposed home occupation will not be detrimental to the immediate neighborhood integrity as the traffic impact will be less than the existing school and would be less than a multi-family development. This building

has been in this neighborhood for over 60 years and the character of the building will remain unchanged.

In their existing neighborhood, the applicant recently applied for an expanded home occupation, until a suitable location was found. They have been in their current location for a number of years and our office has not fielded any complaints from neighbors concerning noise, odors, traffic or any other issues that may not be compatible with a residential neighborhood. In fact, with the previous request, the city received a letter from a neighbor indicating what a great neighbor they have been and how their business has not had any deleterious effects on the neighborhood.

Finding 7: The project is compatible with the existing uses in the neighborhood and is consistent with the designs, size and density of the immediate area.

RECOMMENDATION

It is recommended that the Whitefish City-County Planning Board adopt the findings of fact within staff report WCUP 13-11 and that this conditional use permit be recommended for **approval** to the Whitefish City Council subject to the following conditions:

1. The project shall be constructed in compliance with the plan dated August 28, 2013, except as amended by these conditions. Any significant deviation from the plans shall require approval.

2. Modifications to the building will require a professional design. This design shall be reviewed and approved by the Building Department.

3. All home occupation standards, except those being varied from in this request, shall be adhered to for the life of the project.

4. A minimum of 600 square feet of the building shall be converted into a residential unit for the owner or a current employee and shall be continuously occupied for the duration of the home occupation.

5. Any exterior changes to the building, including painting, shall require Architectural Review.

6. A buffering landscaping plan shall be submitted to the Planning Department for review and approval along the north property line.

7. The conditional use permit is valid for 18 months and shall terminate unless commencement of the authorized activity has begun.

Planning & Building Department
PO Box 158
510 Railway Street
Whitefish, MT 59937
(406) 863-2410 Fax (406) 863-2409

Public Notice of Proposed Land Use Action

The City of Whitefish would like to inform you that Neil Stuber and Corrie Colbert, on behalf of Hurraw! Balm llc, are proposing an expanded Home Occupation at 625 Park Avenue. The Home Occupation standards in the Whitefish zoning regulations limit the square footage of a home occupation to no more than 25% and limit employees to no more than 1 nonfamily member. This home occupation will exceed these standards. The property is the Whitefish Independent High School and is zoned WR-4 (High Density Multi-Family Residential District). The property is located at 625 Park Avenue and can be legally described as Lots 1 and 2 & vacated alley Tract 1GA in Lot 3, Block 7, Park Addition in Section 31 Township 31N Range 21W, P.M.M., Flathead County.

You are welcome to provide comments on the project. Comments can be in written or email format. The City-County Planning Board will hold a public hearing for the proposed project request on:

Thursday, October 17, 2013
6:00 p.m.
Whitefish City Council Chambers, City Hall
402 E. Second Street, Whitefish MT 59937

The City-County Planning Board will make a recommendation to the City Council, who will then hold a public hearing and take final action on Monday, November 4, 2013 at 7:10 p.m., also in the Whitefish City Council Chambers.

Additional information on this proposal can be obtained at the Whitefish Planning Department located at 510 Railway Street. The public is encouraged to comment on the above proposals and attend the hearings. Please send comments to the Whitefish Planning Department, PO Box 158, Whitefish, MT 59937, or by phone (406) 863-2410, fax (406) 863-2409 or email at *wcompton-ring@cityofwhitefish.org*. Comments received by the close of business on Monday, October 7, 2013, will be included in the packets to the Planning Board members. Comments received after the deadline will be summarized to the Planning Board members at the public hearing.

PLEASE SHARE THIS NOTICE WITH YOUR NEIGHBORS

PLANNING & BUILDING DEPARTMENT
PO Box 158
510 Railway Street
Whitefish, MT 59937
(406) 863-2410 Fax (406) 863-2409

Date: September 27, 2013

To: Advisory Agencies & Interested Parties

From: Whitefish Planning & Building Department

The regular meeting of the Whitefish City-County Planning Board will be held on Thursday, October 17, 2013 at 6:00 pm. During the meeting, the Board will hold public hearings on the items listed below. Upon receipt of the recommendation by the Planning Board, the Whitefish City Council will also hold subsequent public hearing for them items on Monday, November 4, 2013. City Council meetings start at 7:10 pm. Planning Board and City Council meetings are held in the Whitefish City Council Chambers, Whitefish, Montana.

1. A proposal for a Conditional Use Permit by Digital Skylines representing Verizon Wireless to replace an 80' baseball field light with a new 80' light pole holding both field lights and cellular wireless panel antennas as well as a 1375 sq ft fenced area enclosing the pole and a 12' x 26' equipment building at the ball field at Memorial Park owned by the City of Whitefish at the corner of E. 2nd St and Pine Avenue (WCUP 13-12) Taylor

2. A proposal for a Conditional Use Permit by Neil Stuber and Corrie Colbert on behalf of Hurraw! Balm for an expanded home occupation permit at 625 Park Avenue. (WCUP 13-11) Compton-Ring

3. A proposal for a Conditional Use Permit by Nick Fullerton Architects on behalf of 3013 Iron Horse Drive llc for a guest house at 3013 Iron Horse Drive. (WCUP 13-13) Compton-Ring

4. A work session to review a draft of a potential new zoning district, Whitefish Planned Resort Development, as called for in the 2007 Whitefish City-County Growth Policy (Taylor)

Documents pertaining to this agenda item is available for review at the Whitefish Planning & Building Department, 510 Railway Street during regular business hours. Inquiries are welcomed. Interested parties are invited to attend the hearing and make known their views and concerns. Comments in writing may be forwarded to the Whitefish Planning & Building Department at the above address prior to the hearing or via email: *dtaylor@cityofwhitefish.org*. For questions or further information regarding this proposal, phone 406-863-2410.

Wendy Compton-Ring

From: Wendy Compton-Ring <wcompton-ring@cityofwhitefish.org>
Sent: Friday, August 30, 2013 9:21 AM
To: 'Anne Moran (asmoran@mt.gov)'; Ashley Keltner (a.keltner@flathead.coop); 'Ben DeVall'; Bill Dial (bdialw1@bresnan.net); 'BJ Grieve'; Cal Scott (cscott@flathead.mt.gov); Christina L Schroeder (christina.l.schroeder@usace.army.mil); 'Chuck Curry (ccurry@flathead.mt.gov)'; Columbia Falls Fire Department (cffire@centurytel.net); 'Dave Lawrence (dlawrence@skiwhitefish.com)'; Dennis Oliver (doliver@mt.gov); 'Doug Schuch (douglas.schuch@bnsf.com)'; 'Eric Smith (eric.smith@northwestern.com)'; Gary Engman (gengman@mt.gov); Gary Krueger (gkrueger@flathead.mt.gov); Ginger Kauffman (gingerk@flatheadcd.org); 'James Freyholtz (jfreyholtz@mt.gov)'; 'Joe Page' (jpage@cityofwhitefish.org); 'John Wilson'; 'Judy Williams (juwilliams@mt.gov)'; Karen Reeves; 'Kate Cassidy (kcassidy@flathead.mt.gov)'; Kate Orozco (orozcok@wfps.k12.mt.us); 'Kuennen, Norman'; 'Lisa Timchak (latimchak@fs.fed.us)'; 'Lorch, Steve'; 'Lynn Zanto (lzanto@mt.gov)'; 'Marcia Sheffels (msheffels@flathead.mt.gov)'; 'Mark Baumler (mbaumler@mt.gov)'; 'Mark Deleray (mdeleray@mt.gov)'; North Valley Refuse (nvr@centurytel.net); 'Pamela Holmquist (pholmquist@flathead.mt.gov)'; 'Patti V (pattiv@flathead.mt.gov)'; 'Pris, Jeremy'; 'Rita Hanson (for Whitefish Water & Sewer District)'; 'Steve Kilbreath (skilbreath@mt.gov)'; 'Steve Kvapil (steve.j.kvapil@usps.gov)'; 'Stickney, Nicole'; SueAnn Grogan (sgrogan@cityofwhitefish.org); Tara Fugina (tfugina@flathead.mt.gov); 'Tom Kennelly'; Tony.Hirsch@Centurylink.com; 'Traci Sears '; Virgil Bench (vbench@cityofwhitefish.org); 'Whitefish Parks and Recreation'
Subject: September City-County Planning Board
Attachments: 9-2013_PB meeting.pdf

Attached please find the Whitefish City-County Planning Board notice for September.

Wendy Compton-Ring, AICP
Senior Planner
City of Whitefish
406-863-2418

Whitefish School District 44
600 East Second Street, Whitefish, MT 59937
District Office • (406) 862-8640

To: Whitefish Planning and Building Department
Whitefish, Mt 59937

From: Pat Jarvi, Chair of Whitefish School District #44
Whitefish School Board Trustees
Kate Orozco, Superintendent Whitefish Public Schools

We write this letter in strong support of HURRAW's request for a conditional use permit for the building at 625 Park Avenue, Whitefish, Montana.

As you know, although surrounding areas near this address have been zoned as residential, there are still a number of buildings which are not single family residences. There are four schools, a nursing home, two senior citizen housing developments, an apartment building, and a church. In addition, the building at 625 Park Avenue has been used as a doctors' office, a church, and a school.

Given the small size of the HURRAW company, it appears as though there would be less, not more traffic impact than exists currently. In addition, the HURRAW company is a chemical-free production that will create no detrimental environmental impact.

HURRAW, as a company, has indicated its eagerness to provide job opportunities for Whitefish residents—as well as mentoring and apprenticeship possibilities for a number of our Whitefish high school students.

Because the school district will continue to own the land adjacent to the building, as a neighbor, we certainly have no objection to the conditional use permit.

In summary, given the total number of HURRAW employees, the specific type of business intended, the traffic created etc, we, (SD44), would assume that the overall impact to the neighborhood is minimal while the economic impact in both payroll and property tax assessment will be an asset to the community.

We believe firmly that a conditional use permit for the HURRAW company would be a win-win situation!

Sincerely,

Pat Jarvi

Pat Jarvi
Chair of Whitefish School District

Dave Fern, Shawn Tucker, Heather Vrentes, Shawn Watts, Nick Polumbus, Ruth Harrison
(Trustees of Whitefish School District)

Kate Orozco
Superintendent, Whitefish School District

Muldown Elementary School - (406) 862-8620 • Whitefish Middle School - (406) 862-8650
Whitefish High School - (406) 862-8600 • Special Services - (406) 862-8655

EXHIBIT
4

montana west ECONOMIC DEVELOPMENT | flathead county ECONOMIC DEVELOPMENT AUTHORITY

FLATHEAD VALLEY / GLACIER PARK REGION

August 26, 2013

Mr. Ole Nettleburg
Chair, Whitefish City County Planning Board
PO Box 158
Whitefish, MT 59937

Dear Mr. Nettleburg:

On behalf of Neil and Corrie Stuber of Hurraw! lip balm we are providing this letter to demonstrate support for a conditional use permit for the building at 625 Park Avenue Corrie and Neil have interest in purchasing to relocate the lip balm production. We have worked with the Stuber's over the past two years in supporting with resources their goal of designing a building to fit their growing production needs. However, the cost of new construction became a number they are uncomfortable with, and an existing building search by Neil all over the Valley identified and pointed to the building in Whitefish currently being used as an educational location.

We would like to see the Stuber's remain in Whitefish, where their founding roots are for this business, their employees live, and the fit of the product to the Whitefish culture. While we understand the impact of business on neighborhoods we understand the impact of *this* business on *this* neighborhood is minimal. The decision by the Stuber's to utilize an existing building, keep the business in Whitefish, appears to be a win –win for all.

Sincerely,

Kellie Danielson

Kellie Danielson
President

Montana West Economic Development is an equal opportunity employer, provider, and lender.

314 Main Street, Kalispell, Montana 59001 406.257.7711 x 4

WCUP 13-11

Whitefish Planning & Building
PO Box 158
510 Railway Street
Whitefish, MT 59937
Phone: (406) 863-2410 Fax: (406) 863-2409

08-28-13 A10:20 IN

APPLICATION FOR CONDITIONAL USE PERMIT
CITY OF WHITEFISH

FEE ATTACHED $990.00 **(See current fee schedule)**

OWNER(S) OF RECORD:

Name: Neil Stuber + Corrie Colbert

Mailing Address: 103 Dakota Ave.

City/State/Zip: Whitefish, MT. 59937 Phone: 406.863.9597

PERSON(S) AUTHORIZED TO REPRESENT THE OWNER(S) AND TO WHOM ALL CORRESPONDENCE IS TO BE SENT:

Name: _____

Mailing Address: _____

City/State/Zip: _____ Phone: _____

LEGAL DESCRIPTION OF PROPERTY (Refer to Property Records):

Street Address: 625 Park Ave. Sec. No. S31 Town-ship T31 Range No. R21

Subdivision Name: Park Addition Tract No(s). 1-2 Lot No(s). _____ Block No. 31-31-21

DESCRIBE PROPOSED USE: Light Manufacturing + shipping facility for Herraw! Balm LLC.

ZONING DISTRICT: _____

CHAPTER 7 OF TITLE 11 WHITEFISH ZONING REGULATIONS REQUIRES THE FOLLOWING:

A. FINDINGS - The following criteria form the basis for approval or denial of the Conditional Use Permit. The burden of satisfactorily addressing these criteria lies with the applicant. Review the criteria below and, on a separate sheet of paper, discuss how the proposal conforms to the criteria. If the proposal does not conform to the criteria, describe how it will be mitigated.

1. Describe how the proposal conforms to the applicable goals and policies of the Whitefish City-County Growth Policy.

2. Describe how the proposal is consistent with the purpose, intent and applicable provisions of the regulations.

EXHIBIT 1p

C. SITE PLAN

Submit a site plan, either drawn to scale or with dimensions added, which shows in detail your proposed use, your property lines, existing and proposed buildings, traffic circulation, driveways, parking, landscaping, fencing, signage, and any unusual topographic features such as slopes, drainage, ridges, etc. Where new buildings or additions are proposed, building sketches and elevations shall be submitted.

I hereby certify under penalty of perjury and the laws of the State of Montana that the information submitted herein, on all other submitted forms, documents, plans or any other information submitted as a part of this application, to be true, complete, and accurate to the best of my knowledge. Should any information or representation submitted in connection with this application be untrue, I understand that any approval based thereon may be rescinded, and other appropriate action taken. The signing of this application signifies approval for the Whitefish Planning & Building staff to be present on the property for routine monitoring and inspection during the approval and development process.

Applicant's Signature

08/27/13
Date

Neil Stuber + Corrie Colbert
Print Name

FOR DEPOSIT ONLY
GLACIER BANK OF WHITEFISH, CIT
Y OF WHITEFISH
990.00
08/29/2013 10:16:17 AM

Revised 3-22-10

HURRAW!®

premium organic, vegan, & raw ingredients.™

Hurraw! for Whitefish :

At *Hurraw!* we enjoy making a premium product for a great price. We're happy to provide good paying jobs while emphasizing the importance of lifestyle and connection to the community. The last few years our primary goal has been to find a way for *Hurraw!* to remain WITHIN the community/city boundaries. Our quest for a permanent facility in Whitefish has brought us to 625 Park Ave. Our business will benefit from the quiet location, the open layout, and the well-maintained structure.

The *Whitefish Independent High School* building is currently zoned WR-4, although a brief history clearly shows that the structure has had various uses. At this location Dr. John B. Simons opened up the second hospital in Whitefish in 1947. The hospital became *Whitefish Memorial Hospital* in 1961. Our understanding is that the building transitioned into a clinic prior to being purchased by the *United Methodist Church* in 1985. *The Whitefish School District* purchased the building in 1999 and has taken care of the facility to this date. The current structure at 625 Park Avenue has not been used as a private residence in over 65 years.

Hurraw! is a "light manufacturer" of cosmetic products. Our specific manufacturing process does not have the negative output often associated with 'manufacturing' in general. There are no hazardous chemicals released or noise pollution associated with our production. We believe we would have no more impact on the neighborhood than *WIHS*. However, our purchase of the location is contingent upon CUP approval of 625 Park Ave as our primary manufacturing & shipping facility.

We manufacture a small product with a light staff. This allows us to ship via USPS & private carrier worldwide which translates to very few deliveries and minimal shipping transport. It also means that the existing parking is more than sufficient for our company as we estimate maximum growth to the equivalent of 12 full time positions (on-site).

We love 50's architecture and look forward to preserving the current building's aesthetic going forward.
Immediate modifications would include reducing signage to the front door and adding a garage door to the back of the building (east wall) for shipping needs. Long term modifications will include replacing the windows with more efficient glass and possibly installing solar panels to the flat roof to offset some of our energy consumption.

Hurraw! would also like to entertain the possibility of working with the *Whitefish School District* to give students real world work experience. By offering rotating semester-length part time work positions (akin to a paid internship) during the school year, we can offer an introduction into manufacturing and a peek at international business. This is a concept that we've had on our goals list for the past few years that seems to be very much in-line with the 625 Park Ave location :)

We're excited at the possibility of remaining in Whitefish.

Corrie Colbert & Neil Stuber
Hurraw! lip balm

info@hurrawbalm.com | 406.730.2571 | www.hurrawbalm.com

HURRAW!®

premium organic, vegan, & raw ingredients.™

Oct 17, 2013

Hello Planning Board,

We'd like to thank Wendy and Dave from *Planning Division* for looking into this.

Unfortunately after further review, we feel a CUP will not sufficiently meet the needs of *Hurraw!*.
Committing to a city and investing in a property within the city is a big step for any small company. We are not comfortable simply obtaining a CUP. This compromises our usage of the space for daily production, our re-sell potential, and our sense of security within the building and within the community.

In response to specific recommendations: (Page 7)

4. A minimum of 600 square feet of the building shall be converted into a residential unit for the owner or a current employee and shall be continuously occupied for the duration of the home occupation.

We can plan a ten year growth for *Hurraw!* in an 8000 sq ft building. However, by "converting 600 sq ft" into a residence to adhere to CUP recommendations, we would not only be losing viable growth space; we would also be affecting flow, function and quite honestly creating an awkward situation for all involved.

The structure at 625 Park has never been occupied as a residence. For 65 years it has been used for business purposes only.
We already own a home in Whitefish; we have no intentions of making 625 Park a residence for ourselves or any tenant.
We simply wish to remain using 625 Park as a place of business: *Hurraw!* headquarters.

We've introduced ourselves to neighbors and have assured them that we will have no negative impact on the neighborhood and will most likely maintain less of a presence than the building's previous occupants.

We have been searching for a place of permanence in Whitefish for over three years. We've encountered many roadblocks due to lack of infrastructure (available production space). Our recent decision not to build on our Baker Commons property is due to design discrepancy with *Architectural Review* and inflated building costs upon revision of plans. After spending a substantial amount of time and money in the direction of a new structure, we stumbled upon 625 Park and are pleased to up-cycle a great building within Whitefish.

We would like to commit to Whitefish as *Hurraw!*s home and in turn we would like the City's support in the use of 625 Park as our primary facility.

Neil Stuber & Corrie Colbert

info@hurrawbalm.com | 406.730.2571 | www.hurrawbalm.com

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PLANNING & BUILDING DEPARTMENT
510 Railway Street, PO Box 158, Whitefish, MT 59937
(406) 863-2410 Fax (406) 863-2409

November 4, 2013

Mayor and City Council
City of Whitefish
PO Box 158
Whitefish MT 59937

RE: Verizon Wireless Service Facility (WCUP 13-12)

Honorable Mayor and Council:

Summary of Requested Action: This is a request for a conditional use permit by Kevin Howell/Digital Skylines for Verizon Wireless for a Wireless Service Facility on property owned by the City of Whitefish at Memorial Park at the corner of E. 2nd St and Pine Avenue, Tract 5 D, Section 32, Township 31N, Ranger 21W. The subject property is zoned WR-1 (Whitefish One-family Residential).

Planning Board Action: The Whitefish City-County Planning Board met on October 17, 2013 and considered the request. Following the hearing, the Planning Board recommended unanimous approval (Blake, Smith, Vail absent) of the above referenced conditional use permit with the eight (8) conditions as contained in the staff report and adopted the staff report as findings of fact.

Planning & Building Department Recommendation: Staff originally recommended approval of the above referenced conditional use permit with eight (8) conditions set forth in the attached staff report.

Public Hearing: The applicant spoke at the hearing and answered questions from the Planning Board. No one else from the public was present to speak on the issue. The draft minutes for this item are attached as part of this packet.

This item has been placed on the agenda for your regularly scheduled meeting on November 4, 2013. Should Council have questions or need further information on this matter, please contact the Planning Board or the Planning & Building Department.

Respectfully,

David Taylor, AICP, Director

Att: Exhibit A: Planning Board Recommended Conditions of Approval
Draft Minutes of 10-20-12 Planning Board Meeting

Exhibits from 10-17-13 Staff Packet

1. Staff Report, 10-17-13
2. Email comment from Michael Glunk
3. Email letter from Mark and Christine Van Nyhuis

The following exhibits were submitted by the applicant:

4. Conditional Use Permit Application & Supporting Materials, 7-2-12

c: w/att Necile Lorang, City Clerk
c: w/o att Kevin Howell, Verizon Wireless

Exhibit A
Verizon Wireless/Memorial Field
WCUP 13-12
Whitefish City-County Planning Board
Recommended Conditions of Approval
October 17, 2013

1. The tower shall be covered with a non-reflective neutral color to reduce glare and visual impact.

2. No additional lighting beyond the field light use is permitted unless low-intensity lighting is required by the FAA at a future date.

3. The equipment building facility shall remain locked and gated. The fence shall be a minimum of 5' and a five foot (5') tall dense landscaping screen shall be planted around the security fence on all sides that do not have existing vegetative screening or are part of an active ball field.

5. A landscaping plan shall be submitted and approved prior to the issuance of a building permit.

6. Equipment building shall comply with the required 10' side yard setback off of Fir Avenue.

7. If abandonment of the structure occurs for more the 180 days, the city may remove the structure.

8. A building permit will be required to construct the tower and associated facilities.

WHITEFISH CITY PLANNING BOARD
MINUTES OF MEETING
OCTOBER 17, 2013

CALL TO ORDER AND ROLL CALL

The regular meeting of the Whitefish City-County Planning Board was called to order at 6:00 p.m. Board members present were Ken Meckel, Zak Anderson, Chad Phillips and Greg Gunderson. Dennis Konapatzke was present via telephone. Diane Smith, Mary Vail and Rick Blake were absent. Planning Director Taylor, Senior Planner Compton-Ring and Planner Minnich represented the Whitefish Planning & Building Department. There were approximately 12 people in the audience.

APPROVAL OF MINUTES

Chad Phillips offered a correction on page 6, under Board discussion, "He said WGM is working with the City…and he recommends Kittelson"

Phillips moved and Anderson seconded to approve the amended City minutes of the September 19, 2013 Whitefish Planning Board as submitted. On a vote by acclamation the motion passed unanimously.

APPOINTMENT OF BOARD CHAIR

Gunderson moved and Phillips seconded to appoint Ken Meckel as Board Chair through December 2013.

The motion passed unanimously.

PUBLIC ITEMS NOT ON AGENDA

No one wished to speak.

OLD BUSINESS

None.

DIGITAL SKYLINES CONDITIONAL USE PERMIT REQUEST

A proposal for a Conditional Use Permit by Digital Skylines representing Verizon Wireless to replace an 80' baseball field light with a new 80' light pole holding both field lights and cellular wireless panel antennas as well as a 1375 sq ft fenced area enclosing the pole and a 12' x 26' equipment building at the ball field at Memorial Park owned by the City of Whitefish at the corner of E. 2nd St and Pine Avenue

STAFF REPORT WCUP 13-12

Planning and Building Director Taylor reported that the proposal is to replace an 80' baseball field light with a new 80' light pole holding both field lights and a cellular wireless panel antenna. There will also be a 1375 sq ft fenced area enclosing a 12' x 26' equipment building located approximately 200' to the east of the light pole tower along Fir Avenue. A Conditional Use Permit is required for wireless service facilities that are not collocated on an existing tower or attached to existing buildings in the WR-1 zoning designation.

DRAFT

Verizon has been looking to increase its capacity in Whitefish. All of the cell phones have been doubling their capacity with the surge in smart phones. They are looking to expand the outreach in downtown. They looked into possible tower locations with BNSF, Central School and a location at 10th and Baker, but none of those options worked. Verizon approached the Memorial Park Glacier Twin baseball board. Director Taylor said the regulations state that if they co-locate on an existing tower they don't need a CUP, but to put up a new tower then do need a CUP. This tower will be 80 feet high and match the same height as the other light poles in the stadium. This will not impact views and because it is part of an existing light pole it will be camouflaged. No other cell company can co-locate on the same pole, but they could perhaps use other light poles. It meets all of the requirements in the Code for cell towers. Through this process they have reviewed other cell companies and location choices as well as analyzing their capacity and the need for the new tower. The security fence has to have landscaping to screen the fencing. Some of the conditions include requiring a non-glare surface, no additional lighting, and that the fence will be 5' high with landscaping on all sides, except the side that adjoins the baseball field. There is a 10' side yard setback. If abandoned, there is a provision for removal. A building permit is required to construct the tower.

Director Taylor said they received two comments, one from a neighbor who had a couple of questions, and one from the owner of the property with a cell tower on Baker Avenue.

PUBLIC HEARING

The public hearing was opened to those who wished to speak on the issue.

The applicant said the staff did a good job with the report.

PUBLIC HEARING

No one wished to speak and the public hearing was closed.

BOARD DISCUSSION

Phillips asked and Director Taylor said the existing towers dont work well to meet the needs that Verizon has due to the higher capacity demands.

Kevin Howell, for Verizon Wireless, said they looked at 10th and Baker Avenue multiple times, and the biggest problem is that they could only go 55' up and there is a hill so it doesn't provide service beyond the hill. He said from the proposed park location they can reach both north and south on Highway 93 and reach downtown Whitefish.

Gunderson said recommendation #6 says the building should comply with the 10' setback on Fir Avenue. He wanted to make sure the building wouldn't interfere with a future sidewalk. Director Taylor said the sidewalk would be on the right-of-way, not the

DRAFT

private property. Gunderson said this seems like a perfect solution. Meckel agreed that it is an improvement from the last proposal.

MOTION

Anderson moved and Phillips seconded Whitefish to adopt staff report WCUP 13-12 and recommend to the City Council to approve a Conditional Use Permit by Digital Skylines representing Verizon Wireless to replace an 80' baseball field light with a new 80' light pole holding both field lights and cellular wireless panel antennas as well as a 1375 sq ft fenced area enclosing the pole and a 12' x 26' equipment building at the ball field at Memorial Park owned by the City of Whitefish at the corner of E. 2nd St and Pine Avenue

VOTE

The motion passed unanimously. (Scheduled for City Council on November 4, 2013.)

HURRAW! BALM CONDITIONAL USE PERMIT REQUEST

A proposal for a Conditional Use Permit by Neil Stuber and Corrie Colbert on behalf of Hurraw! Balm for an expanded home occupation permit at 625 Park Avenue

STAFF REPORT WCUP 13-11

Planner Compton-Ring reported that Neil Stuber and Corrie Colbert, on behalf of Hurraw! Balm llc, are requesting a conditional use permit to exceed the home occupation standards at 625 Park Avenue. She said the applicant has a temporary CUP at their home on Dakota Avenue. The zoning regulations limit home occupation to no more than 25% of the gross floor area of the primary residence and limit employees to family members residing on the premises and one nonfamily member. If one exceeds these thresholds, a Conditional Use Permit is required. The applicant sees the building will serve their needs over the long-term. They currently have three part-time employees and are using 800 square feet of their existing home. At the most, the applicant will use more than 25% of the building and up to 12 full-time equivalent employees.

The subject property is currently developed with the Whitefish Independent high School and is about 1/3 of an acre. The Independent High School has been in operation at this site since 1999 and has been several nonresidential uses prior to the school. The property has never been residential use.

The Growth Policy designation is 'High Density Residential'. The Growth Policy defines this category as: "Multi-family residential, mostly in the form of apartments, condominiums, and townhomes, are accounted for by this designation. Areas designated for High Density Residential development are mostly near the downtown and along major transportation routes. All multi-family structures are now subject to architectural review, and the City will be looking for a higher quality of site planning, architecture, and overall development high density projects have exhibited in the past. The applicable zones are WR-3 and WR-4, but WR-2 with a PUD option

DRAFT

From: Michael Glunk
To: dtaylor@cityofwhitefish.org
Subject: verizon wireless light/cellular tower
Date: Monday, October 14, 2013 3:07:53 PM

I own a home at 1238 2nd Street. I am writing concerning the verizon wireless light/cellular tower. I'm concerned about this tower effecting my view and the ascetics of the area. Will this be a tasteful tower? What about the building and fenced in area? Will this effect the adjacent practice areas? How does the town benefit from this?

Thank You,
Michael Glunk

10/17/2012

Planning board members.

Greetings

Regarding the proposed cell tower at Memorial Field (baseball field).

My wife and I currently own and operate North West Tool Repair at 1000 Baker Ave.

During 2003 we were approached by an acquisition company (The Alaris Group) representing a cell phone company (Western Wireless) regarding a potential cell phone facility.

During the course of the next year we met with City of Whitefish officials and the Tri-City Planning Office.

The request by Western Wireless initially was for a 100 foot tree tower.

At the request of the Montana Historical Society and the State Historic Preservation office a study was contracted by Ethnoscience out of Billings for visual assessments of the proposed site.

One of the requirements of the proposed cell tower at that time was that they (Western Wireless) provide one co-locate site on the tower for an additional carrier. We were told by both Eric Mulcahy and Mike Jopek of the Whitefish City-County Planning Board that because of this requirement the next cell company to come along would be required to locate on this tower, thereby eliminating multiple towers in close proximity.

As per the City of Whitefish the tower height requested by Western Wireless was reduced to 80 feet and the requirement for a "tree" was rejected.

At the Oct 4 2004 Whitefish Council meeting the site was approved with 12 conditions one being (#6) "The wireless communications tower will make available one co-location site on the tower for an additional carrier with comparable antennae within 45 days of completion of the wireless communication facility." We were told at the time by the contractor and Western wireless that the tower was designed so that another 20 foot section could easily be bolted on for further expansion.

It was with this information that in 2004 we signed a lease to allow the site to be constructed.

During early 2010 Kevin Howell from Digital Skylines contacted us and inquired about leasing an approximately 12 foot by 25 foot area to set a small building for cell phone equipment. I contacted the City of Whitefish at that time and was told that any requirements could be met. We at that point contacted Mr. Howell and told him we would be interested.

In closing some points to consider,

Would we need another tower in Whitefish had the City planning department allowed the 100 foot (or taller) tower as requested for coverage in 2003?

During the time that the tower has been behind our business it's interesting how few people realized that it even exists.

It has been noted that the Baker site is not feasible for various reasons. That could be argued either way and there are companies that could be hired to show that the Baker site is the preferred site.

For the past 6-7 weeks AT&T (the current tower owner) has been updating the Baker site to the most current 4G LTE.

Talking to the engineers and contractors working on the Baker site that travel all over the country, most are surprised to hear that another tower site would be allowed less than ½ mile away in a small town.

The City states that they worked with consultants from Verizon for several months but interestingly the City has never contacted us with any questions about the tower on our property.

The most important consideration is that in 2003 the City of Whitefish Planners told us that the Baker location is where the next carrier would go.

Thank you for your time and consideration,

Mark and Christine VanNyhuis

1000 Baker Ave

Whitefish, MT 59937

Whitefish Planning & Building
PO Box 158
510 Railway Street
Whitefish, MT 59937
Phone: (406) 863-2410 Fax: (406) 863-2409

APPLICATION FOR CONDITIONAL USE PERMIT
CITY OF WHITEFISH

FEE ATTACHED $1,980.00 (See current fee schedule)

OWNER(S) OF RECORD:

Name: City of Whitefish

Mailing Address: PO Box 158

City/State/Zip: Whitefish, MT 59937 Phone: 406-863-2406

PERSON(S) AUTHORIZED TO REPRESENT THE OWNER(S) AND TO WHOM ALL CORRESPONDENCE IS TO BE SENT:

Name: Kevin T. Howell, Digital Skylines Inc., representing Verizon Wireless

Mailing Address: 11340 N 105th Place

City/State/Zip: Scottsdale, AZ 85259 Phone: 480-425-9353
602 717-7600

LEGAL DESCRIPTION OF PROPERTY (Refer to Property Records):

Street Address: E. 2nd St. and Pine Ave.	Sec. No. 32	Town-ship 31N	Range No. 21W
Subdivision Name:	Tract No(s). 5D	Lot No(s).	Block No.

DESCRIBE PROPOSED USE: Replacement of existing 80' ball field light with a new 80' pole holding both ball field lights and wireless panel antennas.

ZONING DISTRICT: City park

CHAPTER 7 OF TITLE 11 WHITEFISH ZONING REGULATIONS REQUIRES THE FOLLOWING:

A. FINDINGS - The following criteria form the basis for approval or denial of the Conditional Use Permit. The burden of satisfactorily addressing these criteria lies with the applicant. Review the criteria below and, on a separate sheet of paper, discuss how the proposal conforms to the criteria. If the proposal does not conform to the criteria, describe how it will be mitigated.

1. Describe how the proposal conforms to the applicable goals and policies of the Whitefish City-County Growth Policy.

Response: The Whitefish economic development goals state: "Protect the natural resources and unique character and qualities of Whitefish in order to support the continued health of the visitation economy." The City of

Whitefish is running out of wireless capacity on the Verizon Wireless system. Verizon Wireless needs the proposed wireless site to add capacity to its network to handle the tremendous growth of wireless activity in Whitefish. Verizon Wireless is proposing a new wireless site to add wireless capacity and high speed data to the core of Whitefish. The surrounding rural sites that have been able to cover Whitefish for years will no longer be able to keep up with the public's voracious appetite for wireless services.

Wireless technology works on a line of sight basis. If the wireless user cannot see the cell site, the site's effectiveness is greatly diminished or ineffective. The proposed ball field light replacement protects the unique character of the City while supporting the visitation economy. Visitors want their wireless phones to work, even on vacation. Sending a photo snapped by a smartphone to relatives or friends is becoming a way of life.

In the Growth Policy, water, sewer, and garbage are addressed in the Community Facilities section, but there is no heading for communications. Telephone service and wireless internet are certainly needed infrastructure in the 21st century. Whitefish is running out of capacity for Verizon Wireless users. The proposed ball field light replacement adds the infrastructure needed to give residents and visitors increased service in downtown Whitefish.

The proposed location was selected because wireless internet speeds are higher, the nearer the user is to the wireless site. Locating a wireless site far away from downtown will not adequately upgrade the service and will result in slower internet speeds in downtown Whitefish, as the existing capacity is exhausted.

Current Verizon Wireless installations in the surrounding area are not within the City of Whitefish planning jurisdiction; however, for the City's information, Verizon Wireless has provided a map showing the coverage from the surrounding cell sites.

2. Describe how the proposal is consistent with the purpose, intent and applicable provisions of the regulations.

Response: **Due to the stealth nature of replacing the existing ball field light and adding antennas, and the proposed positioning of the wireless site, we do not believe it will block the view of any prominent features.**
The proposed site is not on the crest of a hill, it is on flat land within a City of Whitefish baseball park.
The attached initial review of the proposed installation says the FAA will not require lighting.
The proposed structure keeps the ball field lighting intact.
Collocation will likely not be on the same pole. There are multiple other light poles that will accommodate wireless installations much as Verizon Wireless is proposing.

3. How is the property location suitable for the proposed use? Is there adequate usable land area? Does the access, including emergency vehicle

access, meet the current standards? Are environmentally sensitive areas present on the property that would render the site inappropriate for the proposed use?

Response: **The proposed installation includes the replacement of an existing 80' baseball field light with an 80' pole that will hold both lighting and wireless antennas, and the addition of a ground equipment shelter. The selected location is at a City of Whitefish park located at the southeast corner of 2nd and Pine. The site is approximately 55' x 27' and will be fenced to prevent unauthorized access. The site will not interfere with existing land uses at the park. A 12' wide access road is proposed to be constructed from the site to E. 4th Street. After construction, the wireless company accesses the site once per month. Verizon Wireless has found no environmentally sensitive areas at this location.**

This site is being proposed after consideration of multiple other locations:
10th and Baker is too far from the center of town to effectively disperse the wireless traffic and does not see the highway to the west.
BNSF has refused Verizon Wireless' request for collocation at least four times.
626 Woodland Place was rejected by the City Council.
The City Council would not consider using the City snow lot.
The school district was not interested in an installation at Central School.
The Emergency Services Center is too far from the center of town to effectively disperse the wireless traffic.

The primary objective for the new wireless cell site is to provide capacity offload to the existing Verizon Wireless data network serving the town of Whitefish, MT. Currently the town is served by 1 sector. This sector offers acceptable coverage to the town. However the sector (and network) is running out of capacity. At a high level, capacity on a wireless network depends on physical hardware resources i.e. cell sites and bandwidth resource on the RF channel. The spectrum bandwidth, available to Verizon Wireless, equates to 8 channels. All these 8 channels are fully utilized at this time. This is resulting in customers not being able to get on the network and degradation of data speeds on customer devices.

The location being proposed by Verizon Wireless provides 3 additional sectors of capacity to the town. This new site will create a dominant server and in the process offload the capacity constrained existing sector. The other locations do not provide a design solution of 3 sectors of capacity and hence are not feasible.

If the wireless service facility is abandoned or ceases to operate for a period of one hundred eighty (180) days, the antennas shall be removed, and Verizon Wireless will promptly notify the city if the facility is abandoned or ceases operation.

4. How are the following design issues addressed on the site plan?

a. Parking locations and layout
b. Traffic circulation
c. Open space
d. Fencing/screening
e. Landscaping
f. Signage
g. Undergrounding of new utilities
h. Undergrounding of existing utilities

Response: **The site will generate one visit per month.**
The proposed site will not interfere with existing traffic circulation at the park.
Fencing/Screening will follow the visual requirements of the City.
The park already is landscaped with grass and trees.
No signage or advertising will be allowed at the installation except identification signage that is required by governmental entities.
Verizon Wireless will underground all new utilities that support their site.

5. Are all necessary public services and facilities available and adequate? If not, how will public services and facilities be upgraded?
   a. Sewer
   b. Water
   c. Stormwater
   d. Fire Protection
   e. Police Protection
   f. Street (public or private)
   g. Parks (residential only)
   h. Sidewalks
   i. Bike/pedestrian ways – including connectivity to existing and proposed developments

Response: **Sewer and water are not required.**
Verizon Wireless is adding only 312 square feet of impermeable surface. Verizon Wireless will work with the City to retain stormwater in the park.
Verizon Wireless has internal fire suppression in place in its shelters.
Police protection for unmanned utility installations is typically not an issue.
The site is accessed from a public street.
The proposed installation generates no local traffic, foot or bike.

6. How will your project impact on adjacent properties, the nearby neighborhoods and the community in general? Describe any adverse impacts under the following categories.
   a. Excessive traffic generation and/or infiltration of traffic into neighborhoods
   b. Noise, vibration, dust, glare, heat, smoke, fumes, odors

Response: **The proposed installation will enhance the entire community by adding wireless quality and capacity to Whitefish. The site will also make wireless data speeds higher as the science of 4G LTE shows the closer the wireless site is to the user, the higher the data speeds. Local users will benefit from the better wireless phone service as nationwide**

studies show 38.2% of homes rely exclusively on wireless phones. Areas with seasonal residents are typically higher. This means over 1/3 of residents cannot reach 911 without wireless service.
Visitors to Whitefish will benefit as they are using their smartphones and tablets to communicate with their loved ones at home.
Neighbors will notice that the baseball field light has antennas attached below the lighting. The only noise generated is by two 5 ton HVAC units, similar to the size installed on single family homes in the Sunbelt.

7. What are the proposed hours of operation?

Response: As with almost all utilities installations, the site will run 24 hours per day, 7 days per week.

8. How is the proposal compatible with the surrounding neighborhood and community in general in terms of the following:
   a. Structural bulk and massing
   b. Scale
   c. Context of existing neighborhood
   d. Density
   e. Community Character

Response: The proposed installation is not out of scale or bulk with the community or the neighborhood. The installation replaces an existing 80' ball field light with an 80' pole that can accommodate both lighting and wireless antennas and the lighting will remain above the antennas. This utility use generates little noise and no additional traffic in the park.
This proposed installation does not change the density of the area. The proposed site enhances Whitefish's community character and reputation as wanting to attract visitors and providing them with a great experience by providing the quality and capacity of wireless voice and data that the visitors have come to expect. For Whitefish to continue to be business-friendly it needs to keep up with the latest technologies.

B. PROPERTY OWNER LIST

Submit a list of names with mailing addresses of property owners within **150** feet of the proposed use (**public street right-of-ways are not counted as part of the 150 feet**). The owner of record must appear exactly as on the official records of Flathead County. This list is obtained from the Flathead County GIS Department using the 'Adjacent Landowner Request' form.

C. SITE PLAN

Submit a site plan, either drawn to scale or with dimensions added, which shows in detail your proposed use, your property lines, existing and proposed buildings, traffic circulation, driveways, parking, landscaping, fencing, signage, and any unusual topographic features such as slopes, drainage, ridges, etc. Where new buildings or additions are proposed, building sketches and elevations shall be submitted.

I hereby certify under penalty of perjury and the laws of the State of Montana that the information submitted herein, on all other submitted forms, documents, plans or any other information submitted as a part of this application, to be true, complete, and accurate to the best of my knowledge. Should any information or representation submitted in connection with this application be untrue, I understand that any approval based thereon may be rescinded, and other appropriate action taken. The signing of this application signifies approval for the Whitefish Planning & Building staff to be present on the property for routine monitoring and inspection during the approval and development process.

Digital Skylines Inc.
Representing Verizon Wireless

Applicant's Signature

Date Sept 2, 2013

Kevin T. Howell, President
Print Name

TOWAIR Determination Results

A routine check of the coordinates, heights, and structure type you provided indicates that this structure does not require registration.

*** NOTICE ***

TOWAIR's findings are not definitive or binding, and we cannot guarantee that the data in TOWAIR are fully current and accurate. In some instances, TOWAIR may yield results that differ from application of the criteria set out in 47 C.F.R. Section 17.7 and 14 C.F.R. Section 77.13. A positive finding by TOWAIR recommending notification should be given considerable weight. On the other hand, a finding by TOWAIR recommending either for or against notification is not conclusive. It is the responsibility of each ASR participant to exercise due diligence to determine if it must coordinate its structure with the FAA. TOWAIR is only one tool designed to assist ASR participants in exercising this due diligence, and further investigation may be necessary to determine if FAA coordination is appropriate.

DETERMINATION Results

PASS SLOPE(50:1) NO FAA REQ - 1218.0 Meters (3996.01 Feet)away & below slope by 8.0 Meters (26.25 Feet)

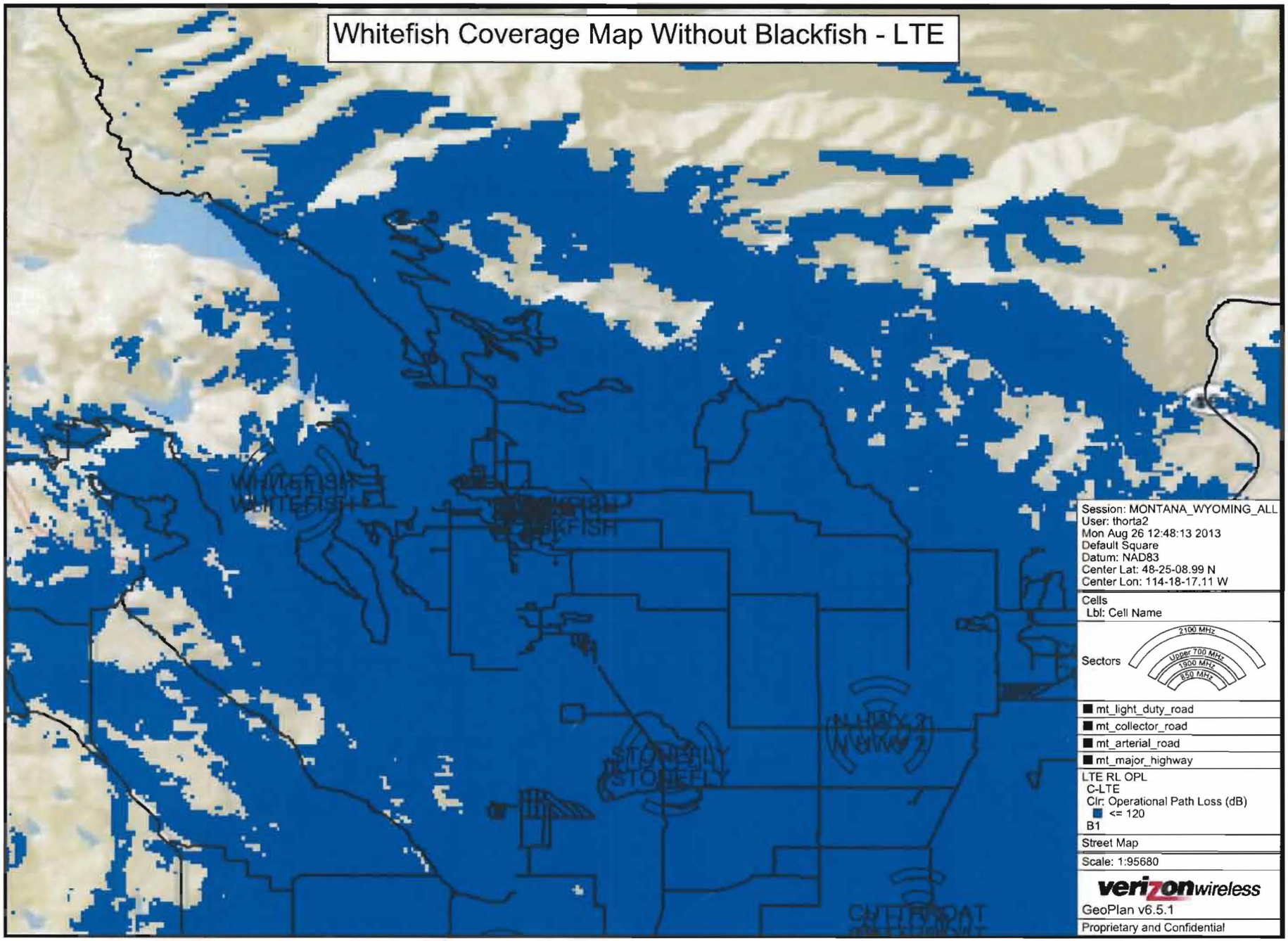
Type	C/R	Latitude	Longitude	Name	Address	Lowest Elevation (m)	Runway Length (m)
AIRP	C	48-24-29.00N	114-17-58.00W	WHITEFISH	FLATHEAD WHITEFISH, MT	934.5	780.29999999999995

Your Specifications

NAD83 Coordinates	
Latitude	48-24-33.0 north
Longitude	114-19-35.0 west
Measurements (Meters)	
Overall Structure Height (AGL)	25.9
Support Structure Height (AGL)	24.4
Site Elevation (AMSL)	924.5
Structure Type	
MTOWER - Monopole	

Tower Construction Notifications
Notify Tribes and Historic Preservation Officers of your plans to build a tower.

CLOSE WINDOW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Upper 700 MHz
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verizonwireless
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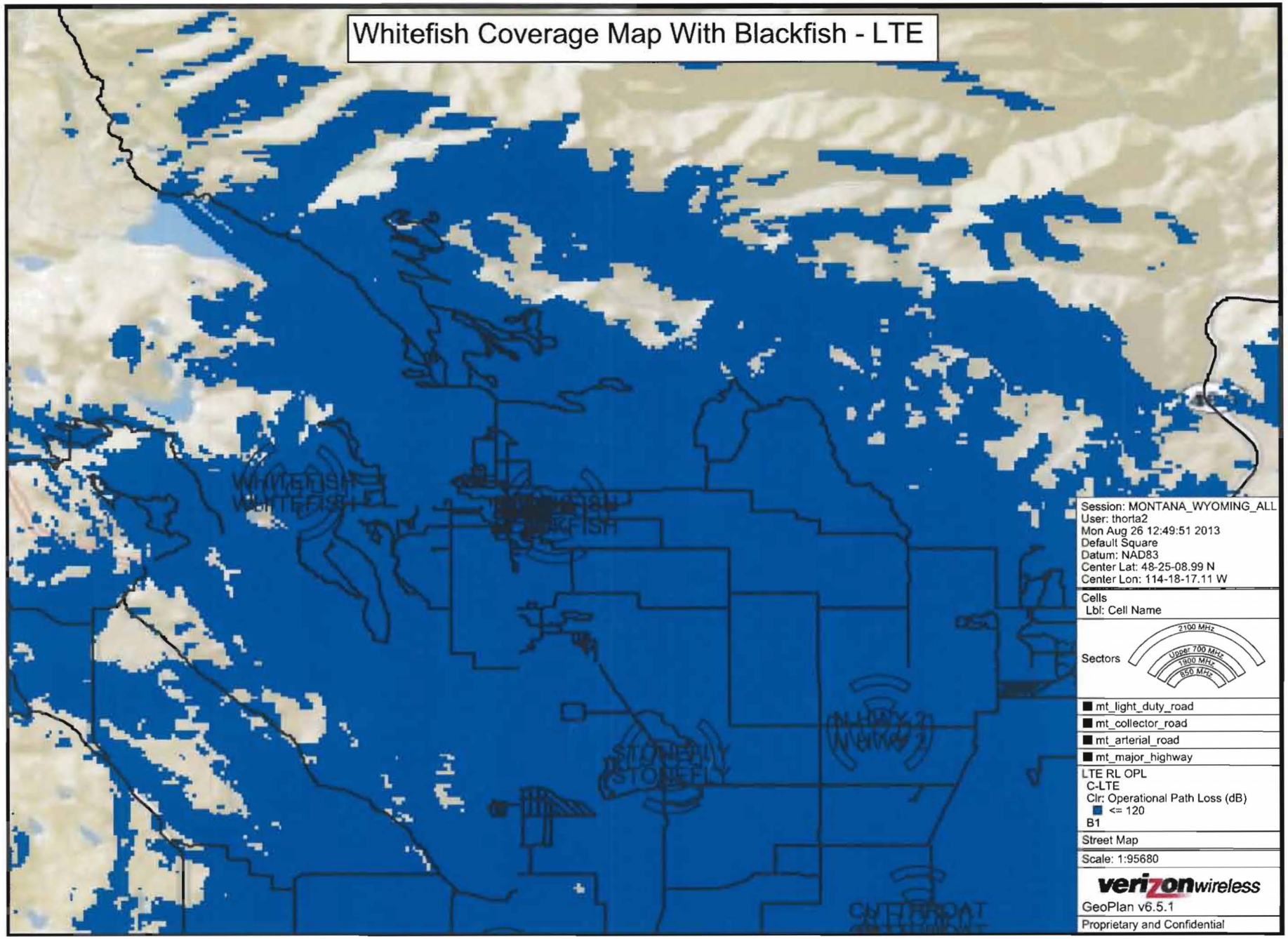
Proprietary and Confidential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Center Lon: 114-18-17.11 W
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Sectors
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Upper 700 MHz
1900 MHz
850 MHz
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mt_collector_road
mt_arterial_road
mt_major_highway
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B1
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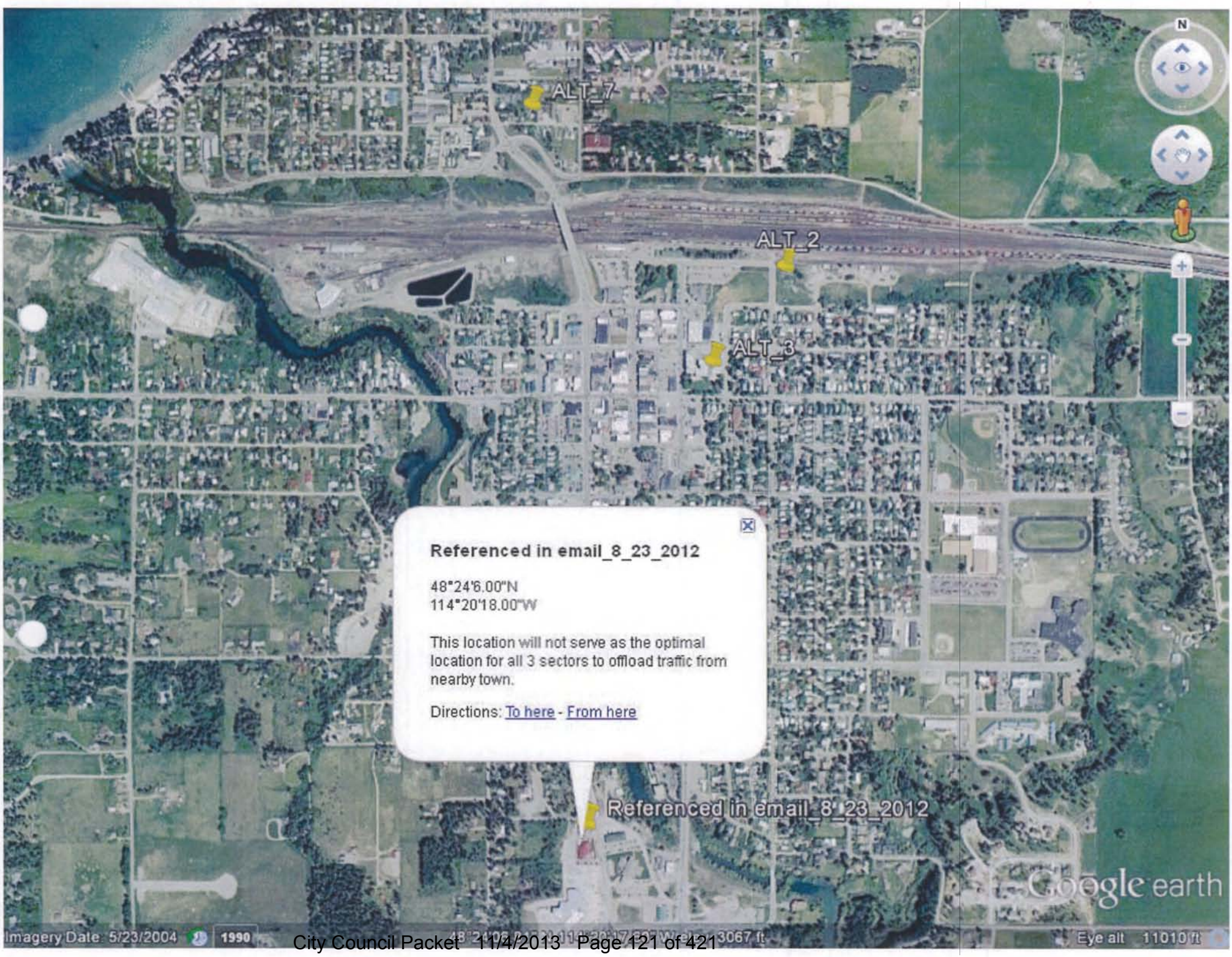
Scale: 1:95680
verizonwireless
GeoPlan v6.5.1
Proprietary and Confidential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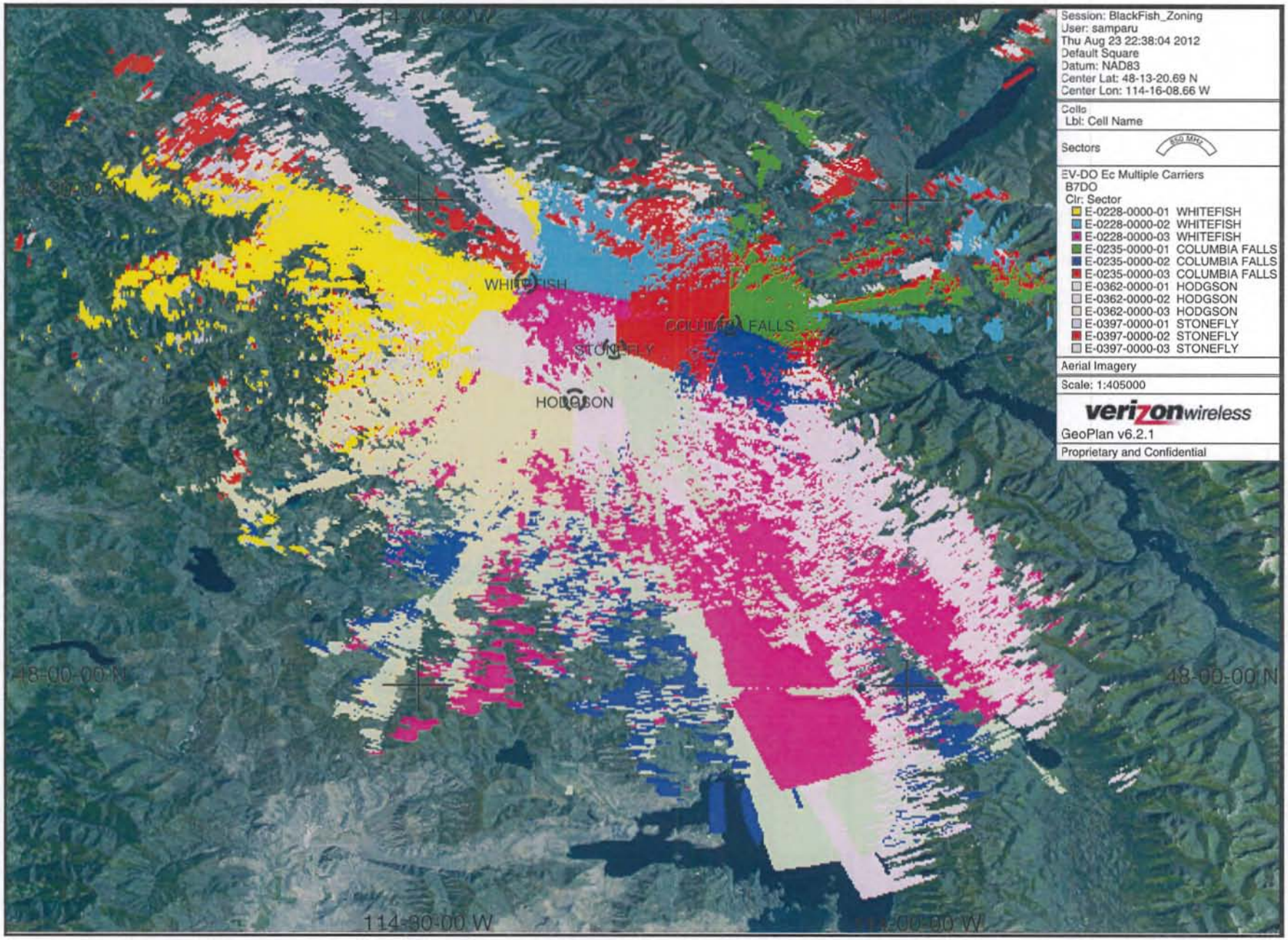
ALT_2
ALT_3
Referenced in email_8_23_2012
48°24'6.00"N
114°20'18.00"W
This location will not serve as the optimal location for all 3 sectors to offload traffic from nearby town.
Directions: To here - From here
Referenced in email_8_23_2012
Google earth
Imagery Date: 5/23/2004
1990
3067 ft
Eye alt 11010 ft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Lbl: Cell Name
Sectors
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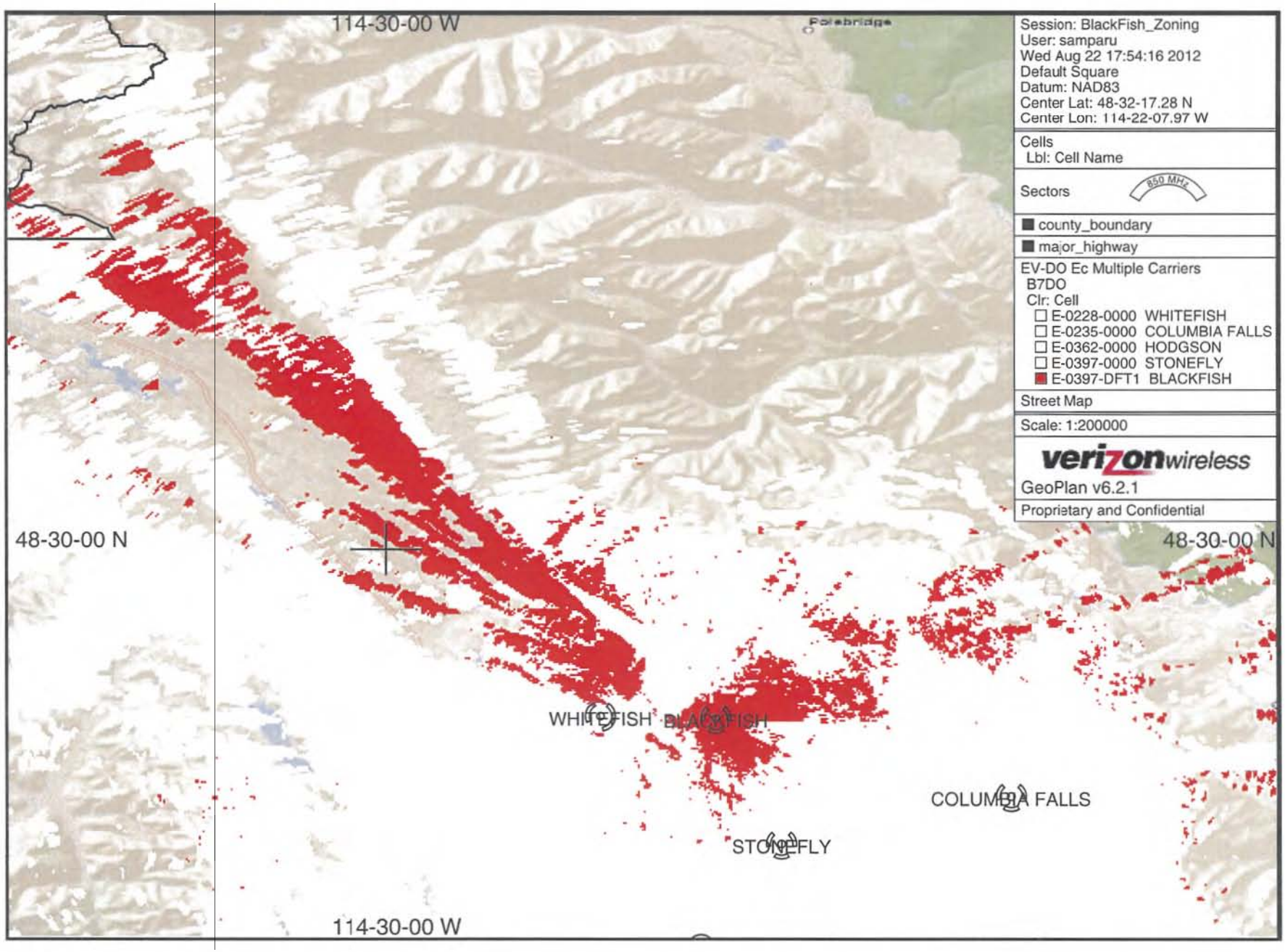
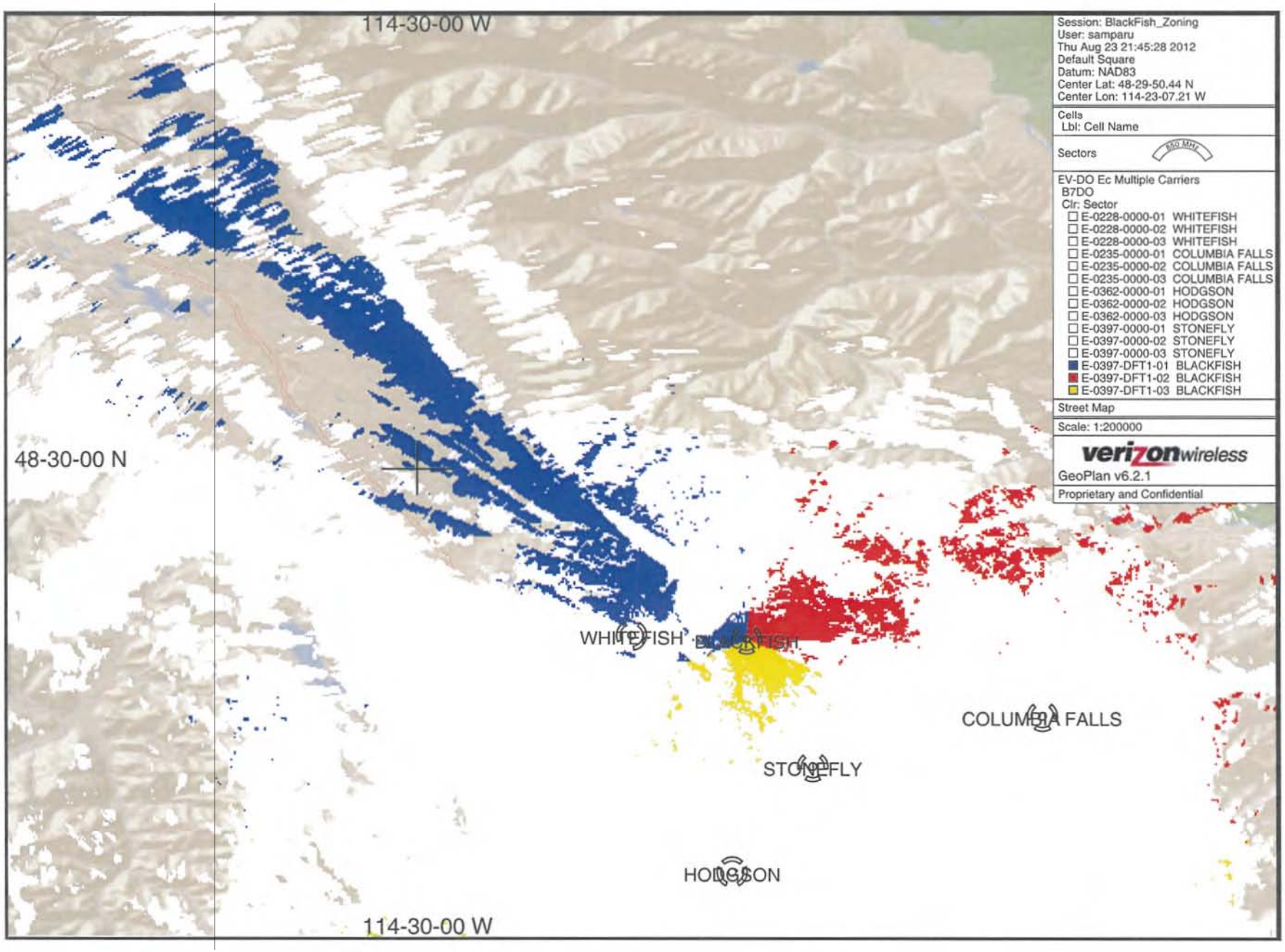
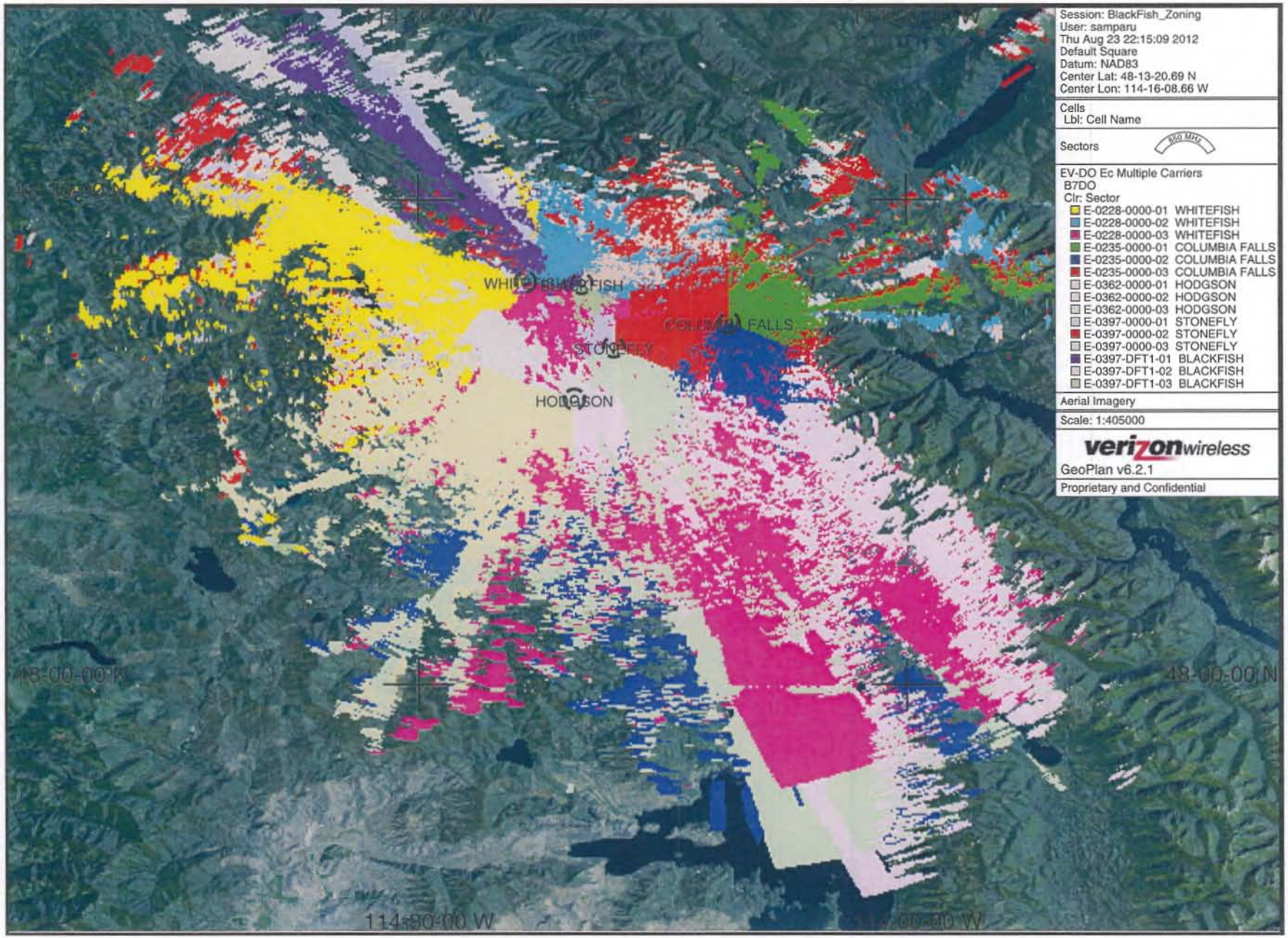
EV-DO Ec Multiple Carriers
B7DO
Clr: Sector
E-0228-0000-01 WHITEFISH
E-0228-0000-02 WHITEFISH
E-0228-0000-03 WHITEFISH
E-0235-0000-01 COLUMBIA FALLS
E-0235-0000-02 COLUMBIA FALLS
E-0235-0000-03 COLUMBIA FALLS
E-0362-0000-01 HODGSON
E-0362-0000-02 HODGSON
E-0362-0000-03 HODGSON
E-0397-0000-01 STONEFLY
E-0397-0000-02 STONEFLY
E-0397-0000-03 STONEFLY
Aerial Imagery
Scale: 1:405000
verizonwireless
GeoPlan v6.2.1
Proprietary and Confidential
WHITEFISH
COLUMBIA FALLS
STONEFLY
HODGSON
48-00-00 N
114-30-00 W


114-30-00 W
Polebridge
48-30-00 N
48-30-00 N
WHITEFISH
BLACKFISH
COLUMBIA FALLS
STONEFLY
114-30-00 W
Session: BlackFish_Zoning
User: samparu
Wed Aug 22 17:54:16 2012
Default Square
Datum: NAD83
Center Lat: 48-32-17.28 N
Center Lon: 114-22-07.97 W
Cells
Lbl: Cell Name
Sectors
850 MHz
county_boundary
major_highway
EV-DO Ec Multiple Carriers
B7DO
Clr: Cell
E-0228-0000 WHITEFISH
E-0235-0000 COLUMBIA FALLS
E-0362-0000 HODGSON
E-0397-0000 STONEFLY
E-0397-DFT1 BLACKFISH
Street Map
Scale: 1:200000
verizonwireless
GeoPlan v6.2.1
Proprietary and Confidential


114-30-00 W
48-30-00 N
WHITEFISH
BLACKFISH
COLUMBIA FALLS
STONEFLY
HODGSON
114-30-00 W
Session: BlackFish_Zoning
User: samparu
Thu Aug 23 21:45:28 2012
Default Square
Datum: NAD83
Center Lat: 48-29-50.44 N
Center Lon: 114-23-07.21 W
Cells
Lbl: Cell Name
Sectors
850 MHz
EV-DO Ec Multiple Carriers
B7DO
Clr: Sector
E-0228-0000-01 WHITEFISH
E-0228-0000-02 WHITEFISH
E-0228-0000-03 WHITEFISH
E-0235-0000-01 COLUMBIA FALLS
E-0235-0000-02 COLUMBIA FALLS
E-0235-0000-03 COLUMBIA FALLS
E-0362-0000-01 HODGSON
E-0362-0000-02 HODGSON
E-0362-0000-03 HODGSON
E-0397-0000-01 STONEFLY
E-0397-0000-02 STONEFLY
E-0397-0000-03 STONEFLY
E-0397-DFT1-01 BLACKFISH
E-0397-DFT1-02 BLACKFISH
E-0397-DFT1-03 BLACKFISH
Street Map
Scale: 1:200000
verizonwireless
GeoPlan v6.2.1
Proprietary and Confidential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User: samparu
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Default Square
Datum: NAD83
Center Lat: 48-13-20.69 N
Center Lon: 114-16-08.66 W
Cells
Lbl: Cell Name
Sectors
850 MHz
EV-DO Ec Multiple Carriers
B7DO
Clr: Sector
E-0228-0000-01 WHITEFISH
E-0228-0000-02 WHITEFISH
E-0228-0000-03 WHITEFISH
E-0235-0000-01 COLUMBIA FALLS
E-0235-0000-02 COLUMBIA FALLS
E-0235-0000-03 COLUMBIA FALLS
E-0362-0000-01 HODGSON
E-0362-0000-02 HODGSON
E-0362-0000-03 HODGSON
E-0397-0000-01 STONEFLY
E-0397-0000-02 STONEFLY
E-0397-0000-03 STONEFLY
E-0397-DFT1-01 BLACKFISH
E-0397-DFT1-02 BLACKFISH
E-0397-DFT1-03 BLACKFISH
Aerial Imagery
Scale: 1:405000
verizon wireless
GeoPlan v6.2.1
Proprietary and Confidential
WHITEFISH
COLUMBIA FALLS
STONEFLY
HODGSON
48-00-00 N
114-30-00 W

verizon wireless

MT1 BLACKFISH

SE CORNER of 2ND AND PINE
WHITEFISH, MT 59937
FLATHEAD COUNTY

ALT #8

RAW LAND

RF DESIGN AND MEASUREMENTS REQUIRED TO COMPLETE DRAWING SET

PROJECT DATA

SITE NUMBER:	ALT #8
SITE NAME:	MT1 BLACKFISH
SITE ADDRESS:	SEC. 32, T31N, R22W, P.M. SE CORNER OF 2ND & PINE WHITEFISH, MT 59937 FLATHEAD COUNTY
PARCEL NUMBER:	E001282
GEOCODE:	07-4293-32-2-09-01-0000
CURRENT ZONING:	WR-1
JURISDICTION:	CITY OF WHITEFISH
CONTACT:	WENDY COMPTON-RING / (406) 863-2410
PROPERTY OWNER:	CITY OF WHITEFISH
CONTACT:	CHUCK STEARNS / (406) 863-2406
APPLICANT:	VERIZON WIRELESS 3131 S VAUGHN WAY STE 550 AURORA, CO 80014-3583
REAL ESTATE	DIGITAL SKYLINES
CONTACT:	KEVIN HOWELL / (602) 717-7600
CONSTRUCTION	VERIZON WIRELESS
CONTACT:	KENT McDERMOTT / (406) 239-0006
POWER:	WHITEFISH ELECTRIC
TELEPHONE	CENTURYTEL
SITE DATA:	
LATITUDE:	N XX° XX' XX" (NAD-1983)
LONGITUDE:	W XX° XX' XX" (NAD-1983)
ELEVATION:	XXXX' (NAVD-1988)
USGS MAP:	TBD
REFERENCE MAP:	
PAGE:	N/A
GRID:	N/A

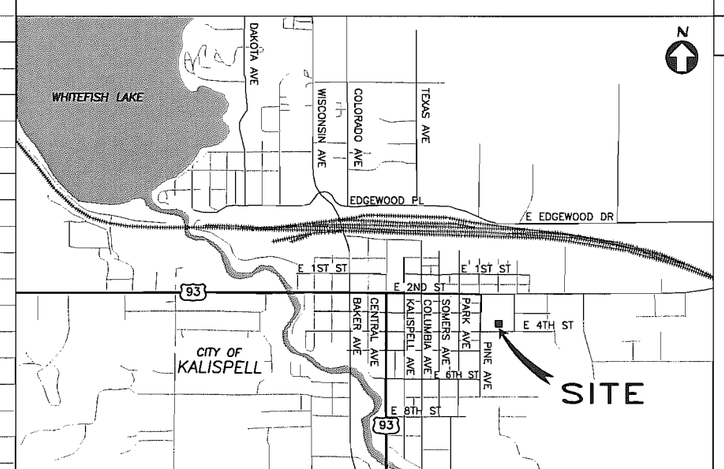
SHEET INDEX

SHT. NO.	SHEET TITLE	REV. NO.
T-1	TITLE SHEET	A
C-2	OVERALL SITE PLAN	A
C-2a	SITE PLAN	A
C-3	ELEVATION	A
C-5	SITE AND EQUIPMENT DETAILS	A
C-5a	SITE AND EQUIPMENT DETAILS	A
E-1	UTILITY PLAN AND DETAILS	A

PROJECT LOCATION

DRIVING DIRECTIONS:

FROM NORTHBOUND HWY 93 COMING FROM KALISPELL TURN EAST ON E 2ND STREET. TRAVEL 0.3 MILES TO PINE AVE. SITE WILL BE LOCATED ON THE SOUTHEAST CORNER.



VICINITY MAP
NOT TO SCALE

PROJECT DESCRIPTION

TOWER TYPE: 80' MONOPOLE WITH FIELD LIGHTS

EQUIPMENT TYPE: BASE STATION

SECTOR(S): (3)

ADDITIONAL INFO:

APPROVALS

LANDLORD

LEASING

R.F.

ZONING

CONSTRUCTION

A&E

verizon wireless

ADAMS & CLARK INC.
1720 W. FOURTH AVE.
SPOKANE, WA 99201
PH. (509)747-4600 FAX: (509) 747-8913

A&C PROJECT # 2013-01-048

PRELIMINARY DRAWING

APPROVALS

FNE ENGINEER
RF ENGINEER
REAL ESTATE
AREA MANAGER
PROPERTY OWNER
ZONING
CONSTRUCTION DIRECTOR

REVISIONS

A	10/03/13	PRELIMINARY ZD

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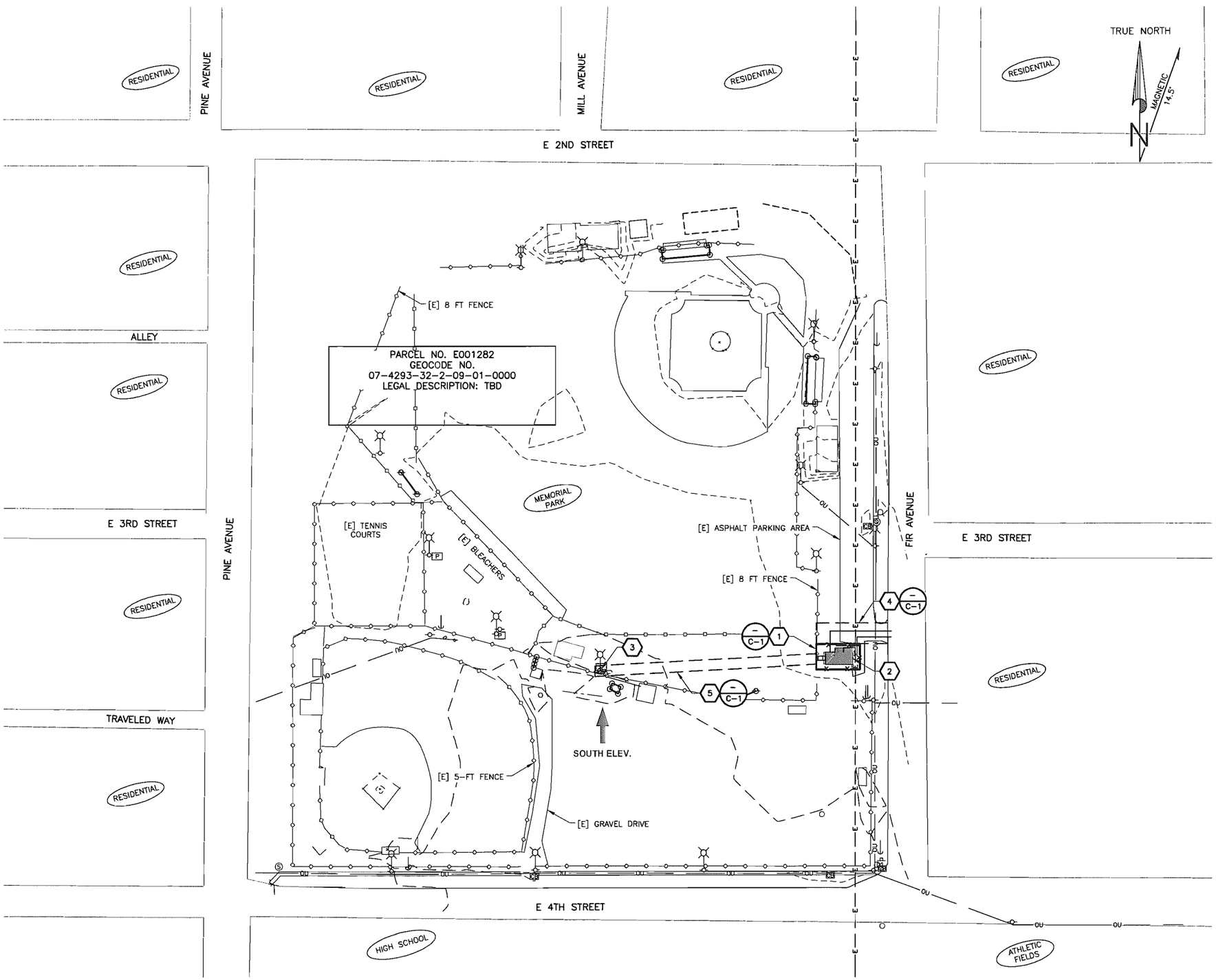
SITE
ALT #8
MT1 BLACKFISH
WHITEFISH, MT

SHEET TITLE
TITLE SHEET

T-1

P:\2013\048\DWG\13048-ED.DWG



1 / C-2 OVERALL SITE PLAN
SCALE: 1"=100'

PROPOSED CONSTRUCTION KEYED NOTES

1. VERIZON WIRELESS PROJECT AREA, APPROX 1050 SF
2. 11'-6" x 26' EQUIPMENT BUILDING WITH FOUNDATION, GENERATOR LEFT
3. REPLACE [E] 80' FIELD LIGHT WITH NEW 80' MONOPOLE / FIELD LIGHT
4. 20' ACCESS AND UTILITY EASEMENT
5. 10' ACCESS AND UTILITY EASEMENT

SYMBOLS AND ABBREVIATIONS

—E—	POWER LINE
—T—	TELEPHONE LINE
—OU—	OVERHEAD UTILITY LINE
—GAS—	UNDERGROUND GAS LINE
—W—	UNDERGROUND WATER LINE
—X—X—X—	FENCE LINE
[E]	EXISTING
[P]	PROPOSED
SST	SELF SUPPORT TOWER
	UTILITY POLE
	GUY ANCHOR
	LUMINAIRE
	ASPHALT
	CONCRETE
	BUILDING
X / X-X	DETAIL NUMBER / SHEET NUMBER

SITE NOTES

–

verizon wireless

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A&C PROJECT # 2013-01-048

PRELIMINARY DRAWING

APPROVALS

FNE ENGINEER_____
RF ENGINEER_____
REAL ESTATE_____
AREA MANAGER_____
PROPERTY OWNER_____
ZONING_____
CONSTRUCTION DIRECTOR_____

REVISIONS

A	10/03/13	PRELIMINARY ZD

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SITE
ALT #8

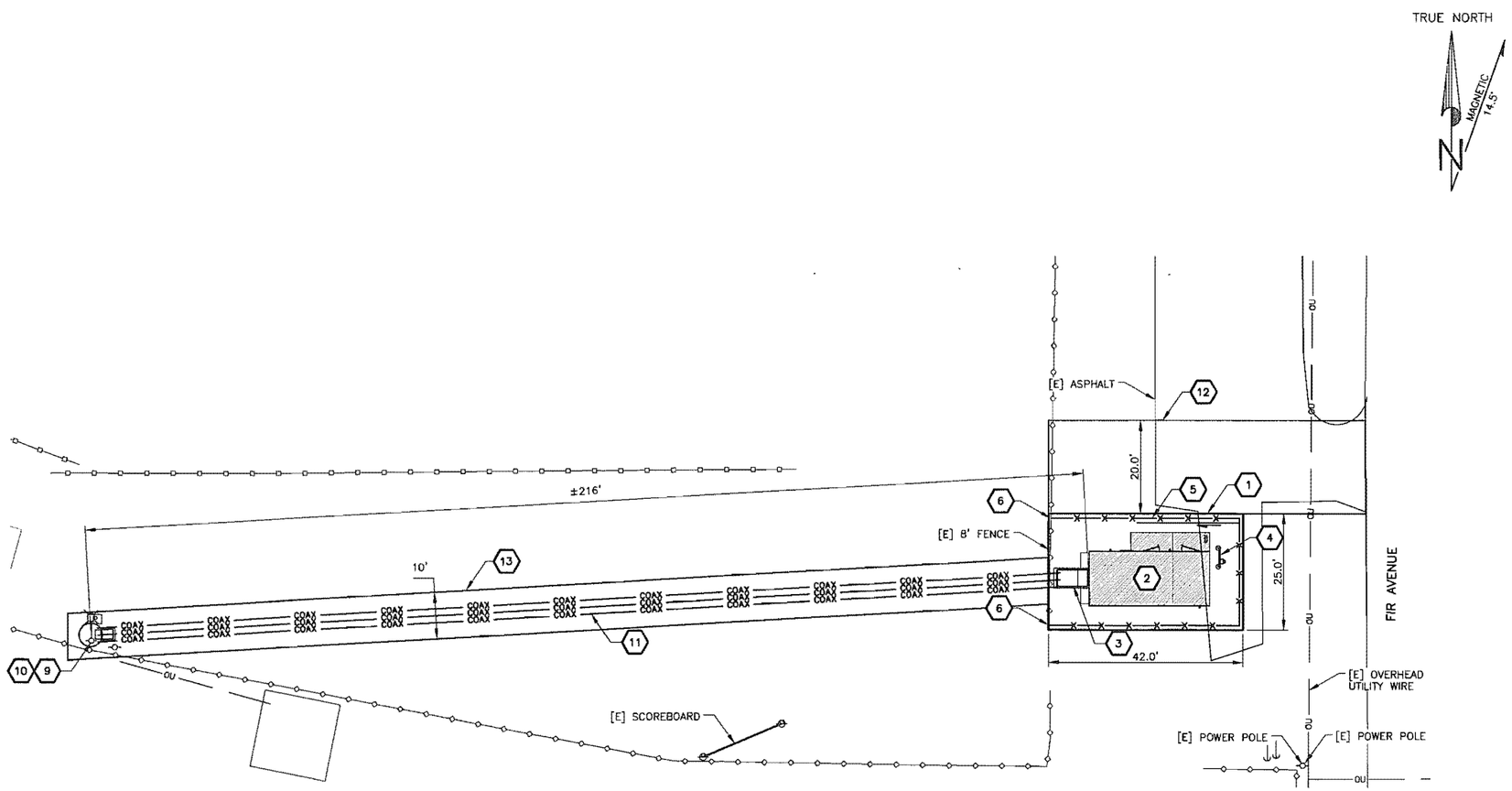
MT1 BLACKFISH

WHITEFISH, MT

SHEET TITLE
OVERALL SITE PLAN

C-2

CALL BEFORE YOU DIG 800-551-8344



1 C-2a SITE PLAN
SCALE: 1"=30'

PROPOSED CONSTRUCTION KEYED NOTES

1. VERIZON WIRELESS PROJECT AREA, APPROX 1050 SF
2. 11'-6" x 26' EQUIPMENT BUILDING WITH FOUNDATION, GENERATOR LEFT
3. CABLE SHROUD AT EQUIPMENT BUILDING
4. POWER METER ON 4' H-FRAME
5. 8' CHAIN LINK FENCE WITH TAN-COLORED VINYL SLATS, 1' INSIDE PROJECT AREA BOUNDARY
6. CONNECT TO [E] 8' FENCE
7. NOT USED
8. NOT USED
9. REPLACE [E] 80' FIELD LIGHT WITH 80' MONOPOLE/FIELD LIGHT WITH FOUNDATION
10. CABLE SHROUD AT MONOPOLE/FIELD LIGHT
11. BURIED COAX CONDUITS
12. 20' ACCESS AND UTILITY EASEMENT
13. 10' ACCESS AND UTILITY EASEMENT, ±212 FT LONG

SYMBOLS AND ABBREVIATIONS

—E—	POWER LINE
—T—	TELEPHONE LINE
—OU—	OVERHEAD UTILITY LINE
—GAS—	UNDERGROUND GAS LINE
—W—	UNDERGROUND WATER LINE
—X—X—X—	FENCE LINE
[E]	EXISTING
[P]	PROPOSED
SST	SELF SUPPORT TOWER
	UTILITY POLE
	GUY ANCHOR
	LUMINAIRE
	ASPHALT
	CONCRETE
	BUILDING
X / X-X	DETAIL NUMBER / SHEET NUMBER

SITE NOTES

-

verizonwireless

ADAMS & CLARK INC.
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SPOKANE, WA 99201
PH. (509)747-4600 FAX: (509) 747-8913

A&C PROJECT # 2013-01-048

PRELIMINARY DRAWING

APPROVALS

FNE ENGINEER_____
RF ENGINEER_____
REAL ESTATE_____
AREA MANAGER_____
PROPERTY OWNER_____
ZONING_____
CONSTRUCTION DIRECTOR_____

REVISIONS

A	10/03/13	PRELIMINARY ZD

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SITE
ALT #8

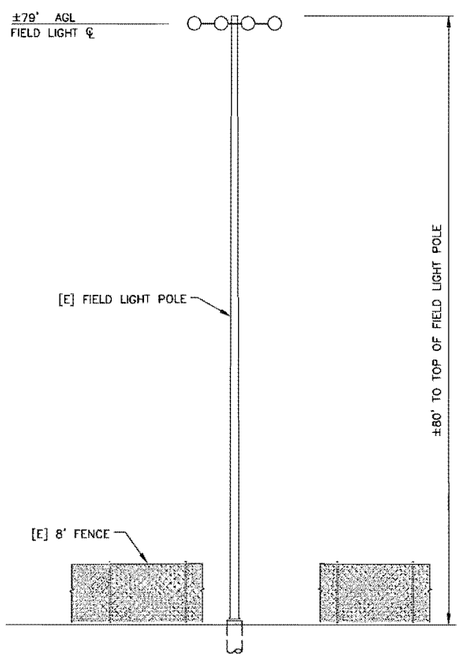
MT1 BLACKFISH

WHITEFISH, MT

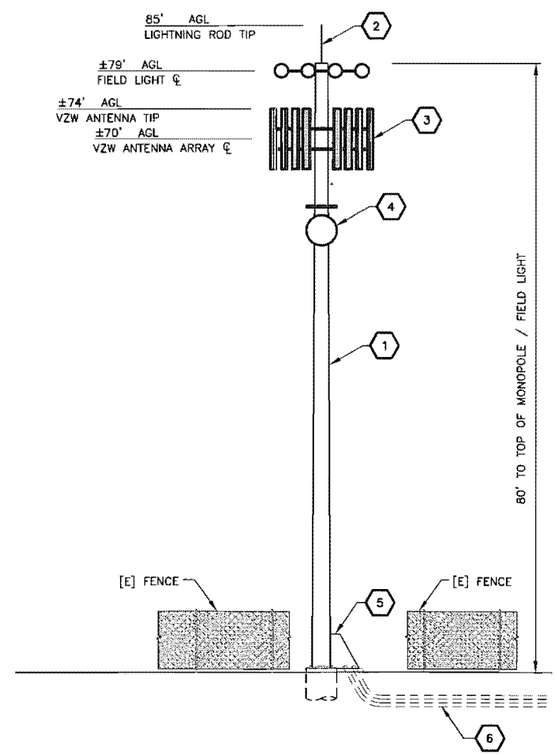
SHEET TITLE
SITE PLAN

C-2a

CALL BEFORE YOU DIG 800-551-8344



1 C-3 SOUTH ELEVATION–EXISTING CONDITIONS
SCALE: 1"=20'



2 C-3 SOUTH ELEVATION–PROPOSED CONDITIONS
SCALE: 1"=20'

PROPOSED CONSTRUCTION KEYED NOTES

1. 80' MONOPOLE/FIELD LIGHT WITH FOUNDATION
2. LIGHTNING ROD
3. CELLULAR ANTENNAS
4. 4' ø MICROWAVE ANTENNA, HEIGHT AND AZIMUTH TBD
5. CABLE SHROUD AT MONOPOLE/FIELD LIGHT
6. UNDERGROUND CABLE CONDUITS

SYMBOLS AND ABBREVIATIONS

—E—	POWER LINE
—T—	TELEPHONE LINE
—OU—	OVERHEAD UTILITY LINE
—GAS—	UNDERGROUND GAS LINE
—W—	UNDERGROUND WATER LINE
—X—X—X—	FENCE LINE
[E]	EXISTING
[P]	PROPOSED
	WATER VALVE
	UTILITY POLE
	GUY ANCHOR
	LUMINAIRE
	ASPHALT
	CONCRETE
	BUILDING
X / X–X	DETAIL NUMBER / SHEET NUMBER

SITE NOTES

–

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SPOKANE, WA 99201
PH. (509)747-4600 FAX: (509) 747-8913

A&C PROJECT # 2013-01-048

PRELIMINARY DRAWING

APPROVALS

FNE ENGINEER_____
RF ENGINEER_____
REAL ESTATE_____
AREA MANAGER_____
PROPERTY OWNER_____
ZONING_____
CONSTRUCTION DIRECTOR_____

REVISIONS

A	10/03/13	PRELIMINARY ZD

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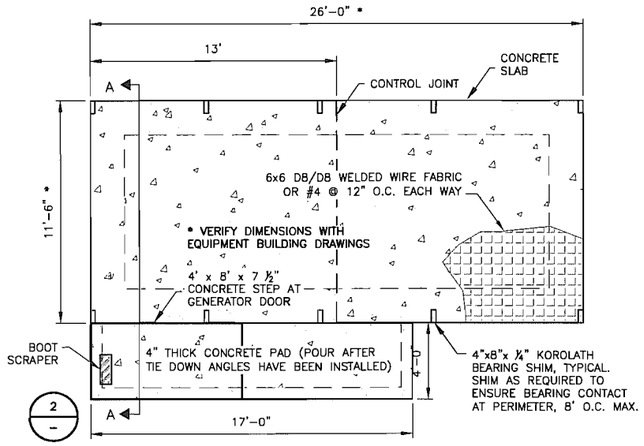
SITE
ALT #8
MT1 BLACKFISH
WHITEFISH, MT

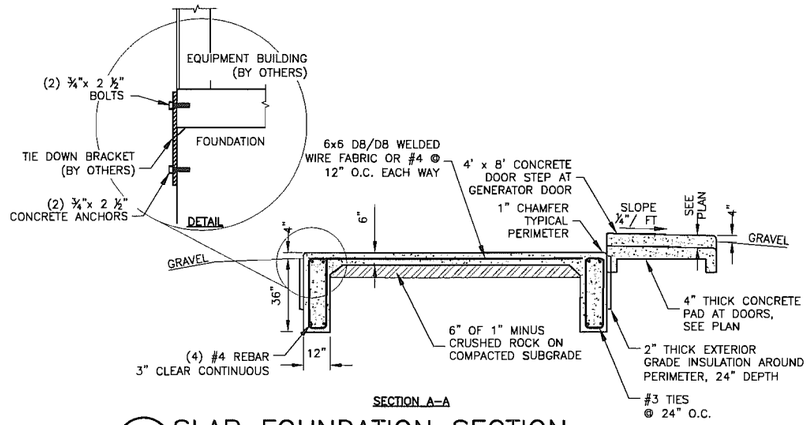
SHEET TITLE
ELEVATION VIEW

C-3

CALL BEFORE YOU DIG 800-551-8344



1 C-5 BUILDING FOUNDATION PLAN
SCALE: NTS



2 C-5 SLAB FOUNDATION SECTION
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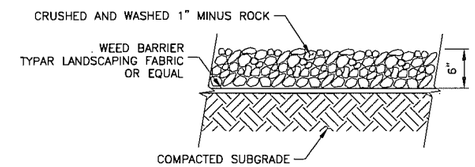
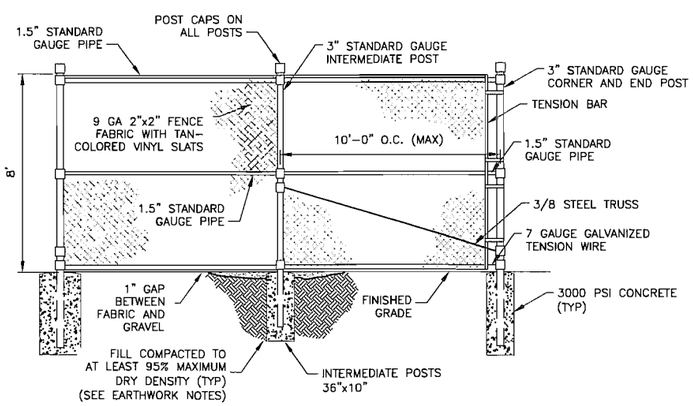
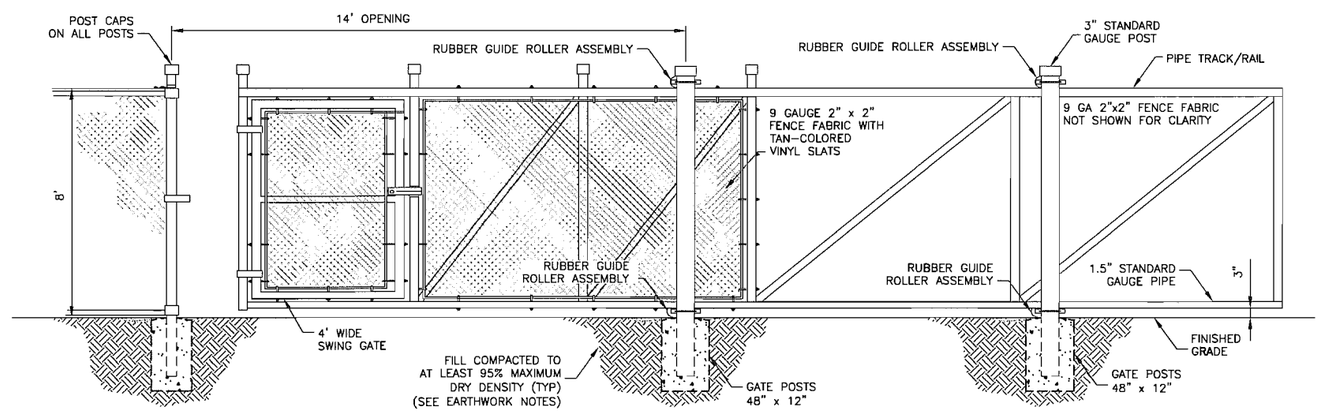


3 C-5 GRAVEL SURFACE
SCALE: NTS



4 C-5 CHAIN LINK FENCE
SCALE: NTS



5 C-5 CANTILEVER GATE
SCALE: NTS

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A&C PROJECT # 2013-01-048

PRELIMINARY DRAWING

APPROVALS

FNE ENGINEER_____
RF ENGINEER_____
REAL ESTATE_____
AREA MANAGER_____
PROPERTY OWNER_____
ZONING_____
CONSTRUCTION DIRECTOR_____

REVISIONS

A	10/03/13	PRELIMINARY ZD

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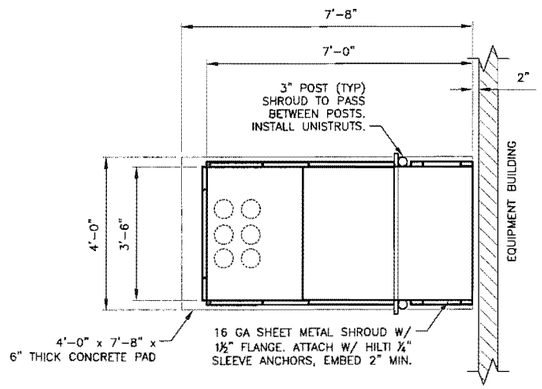
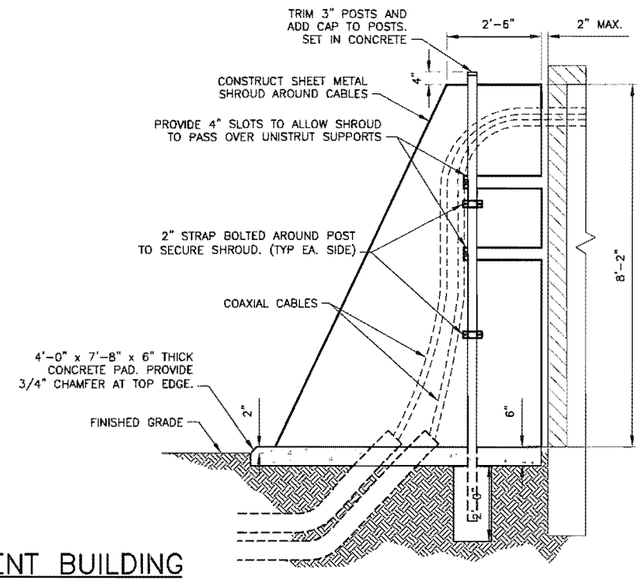
SITE
ALT #8
MT1 BLACKFISH
WHITEFISH, MT

SHEET TITLE
SITE AND EQUIPMENT DETAILS

C-5



PLAN VIEW



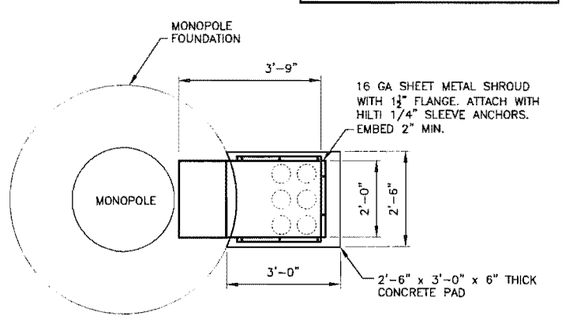
SIDE VIEW

1 / C-5a CABLE SHROUD AT EQUIPMENT BUILDING

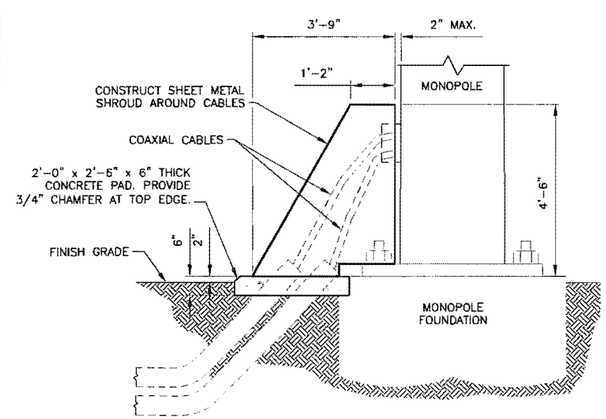
SCALE: NTS

NOTE:

ALL CONSTRUCTION MATERIALS SHALL BE HOT-DIPPED GALVANIZED



PLAN VIEW



SIDE VIEW

2 / C-5a CABLE SHROUD AT MONOPOLE

SCALE: NTS

verizon wireless

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1720 W. FOURTH AVE.
SPOKANE, WA 99201
PH. (509)747-4600 FAX: (509) 747-8913

A&C PROJECT # 2013-01-048

PRELIMINARY DRAWING

APPROVALS

FNE ENGINEER_____
RF ENGINEER_____
REAL ESTATE_____
AREA MANAGER_____
PROPERTY OWNER_____
ZONING_____
CONSTRUCTION DIRECTOR_____

REVISIONS

A	10/03/13	PRELIMINARY ZD

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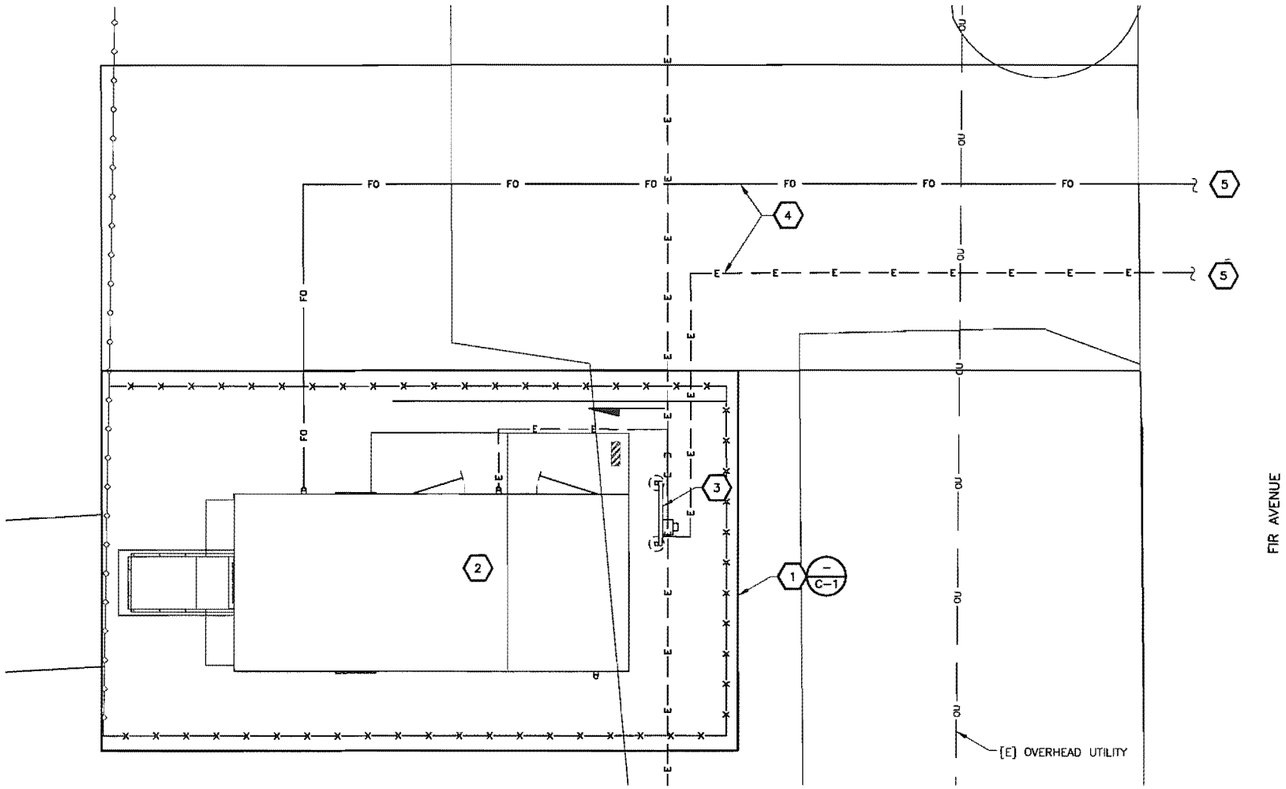
SITE
ALT #8

MT1 BLACKFISH

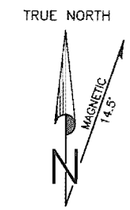
WHITEFISH, MT

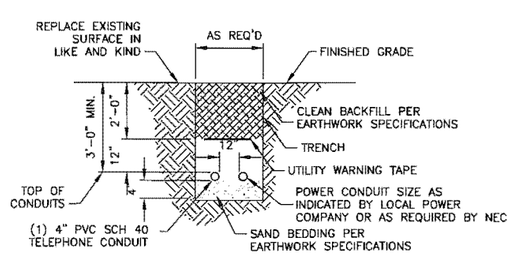
SHEET TITLE
SITE AND EQUIPMENT DETAILS

C-5a



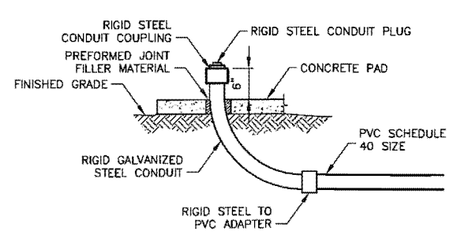
1 / E-1 SITE UTILITY PLAN
SCALE: 1"=30'



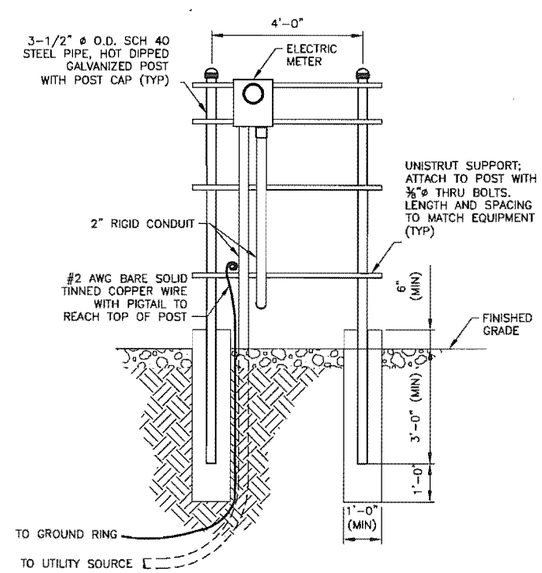


NOTE:
CONTRACTOR TO USE MECHANICAL MEANS WHEN EXCAVATING ROCK (BLASTING WILL NOT BE PERMITTED)

2 / E-1 ELECTRICAL/TELCO TRENCH
SCALE: NTS



3 / E-1 CONDUIT STUB-UP
SCALE: NTS



* NOTE:
METER BANK IS TO BE SUPPLIED BY NORTHERN TECHNOLOGIES OR APPROVED EQUAL.

4 / E-1 H-FRAME
SCALE: NTS

PROPOSED CONSTRUCTION KEYED NOTES

1. VERIZON WIRELESS PROJECT AREA
2. VERIZON WIRELESS EQUIPMENT BUILDING
3. POWER METER ON H-FRAME
4. ELECTRICAL/TELCO CONDUIT
5. EXACT CONNECTION TO [E] POWER AND [E] TELCO TO BE DETERMINED IN FIELD

SYMBOLS AND ABBREVIATIONS

—E—	POWER LINE
—T—	TELEPHONE LINE
—OU—	OVERHEAD UTILITY LINE
—GAS—	UNDERGROUND GAS LINE
—W—	UNDERGROUND WATER LINE
—X—X—X—	FENCE LINE
[E]	EXISTING
[P]	PROPOSED
V.I.F.	VERIFY IN FIELD
	WATER VALVE
	UTILITY POLE
	GUY ANCHOR
	LUMINAIRE
	ASPHALT
	CONCRETE
	BUILDING
X / X-X	DETAIL NUMBER / SHEET NUMBER

POWER/TELCO SPECIFICATIONS

1. 120/240 VAC SINGLE PHASE 200 AMP FEED TO THE POWER DISTRIBUTION PANEL. METERED SERVICE TO THE 120/240 VAC SINGLE PHASE, 60 AMP SUB PANEL TO POWER THE HAZARD LIGHTING (WHEN REQUIRED) CONTROLLER AND ALARM CONTROL PANEL, AND TELCO "POTS" LINE TO THE ALARM CONTROL PANEL.
2. ALL CONDUITS SHALL BE SCHEDULE 40 PVC: OR AS SPECIFIED ON DESIGN DRAWINGS. ALL JOINTS SHALL BE MADE WATERTIGHT USING SOLVENT CEMENT SPECIFICALLY DESIGNED FOR USE WITH PVC CONDUIT.
3. ALL EXPOSED MATERIALS ARE TO BE HOT DIPPED GALVANIZED OR HAVE FINISH APPROVED FOR OUTDOOR USE.
4. POSTS SUPPORTING POWER DISTRIBUTION SYSTEM ARE TO BE CAPPED WITH METAL CAPS.
5. ALL OTHER MATERIALS SHALL BE SPECIFIED ON THE CONSTRUCTION DRAWINGS OR IN THE NATIONAL ELECTRIC CODE (NEC).
6. ALL BURIED ELECTRICAL CONDUITS SHALL BE A MINIMUM OF 3' BELOW FINISHED GRADE. TRENCHES TO CONTAIN WARNING TAPE "BURIED ELECTRIC CABLES" 12" ABOVE TOP OF CONDUIT.
7. ALL BURIED TELCO CONDUITS SHALL BE A MINIMUM OF 2' BELOW FINISHED GRADE.

verizonwireless

ADAMS & CLARK INC.
1720 W. FOURTH AVE.
SPOKANE, WA 99201
PH. (509)747-4600 FAX: (509) 747-8913

A&C PROJECT # 2013-01-048

PRELIMINARY DRAWING

APPROVALS

FNE ENGINEER_____
RF ENGINEER_____
REAL ESTATE_____
AREA MANAGER_____
PROPERTY OWNER_____
ZONING_____
CONSTRUCTION DIRECTOR_____

REVISIONS

A	10/03/13	PRELIMINARY ZD

THE INFORMATION CONTAINED IN THIS SET OF DOCUMENTS IS *PROPRIETARY AND CONFIDENTIAL* BY NATURE. USE OR DISCLOSURE BY PARTIES NOT DIRECTLY ASSOCIATED WITH Verizon Wireless IS STRICTLY PROHIBITED.

SITE
ALT #8
MT1 BLACKFISH
WHITEFISH, MT

SHEET TITLE
UTILITY PLAN AND DETAILS

E-1

CALL BEFORE YOU DIG 800-551-8344

2010 Email regarding site at 10th and Baker

Chuck Stearns

From: Kevin Howell [khowell@digitalskylines.com]
Sent: Wednesday, December 29, 2010 11:28 AM
To: cstearns@cityofwhitefish.org; dtaylor@cityofwhitefish.org
Subject: Verizon Wireless

Chuck and Dave,

I have just had multiple discussions with the Verizon Wireless RF engineering team. Due to the location of the surrounding Verizon Wireless sites, the AT&T tower does not work at any height for Verizon Wireless. That location will not provide adequate capacity for downtown nor will it integrate well with the surrounding sites.

I think we have returned to a solution somewhere in or near downtown, but I do not know what that is.

I just wanted to get back to you as soon as I had an answer on the AT&T tower.

Thank you,

Kevin

KEVIN T. HOWELL
DIGITAL SKYLINES, INC.
khowell@digitalskylines.com

602-717-7600 DIRECT
480-425-9353 OFFICE
480-425-9326 FAX
WWW.DIGITALSKYLINES.COM

10/29/2013

Whitefish City council members,

Regarding proposed new cell tower at Memorial Field (baseball field).

We are currently owners of the property for the cell site at Baker and 10th.

During 2003 we were approached by an acquisition company (The Alaris Group) representing a cell phone company (Western Wireless) regarding a potential cell phone facility.

During the course of the next year we met with City of Whitefish officials and the Tri-City Planning Office.

The request by Western Wireless initially was for a 100-foot tree tower.

At the request of the Montana Historical Society and the State Historic Preservation office a study was contracted by Ethnoscience out of Billings for visual assessments of the proposed site.

One of the requirements of the proposed cell tower at that time was that they (Western Wireless) provide one co-locate site on the tower for an additional carrier. We were told by both Eric Mulcahy and Mike Jopek of the Whitefish City-County Planning Board that because of this requirement the next cell company to come along would be required to locate on this tower, thereby eliminating multiple towers in close proximity.

As per the City of Whitefish the tower height requested by Western Wireless was reduced to 80 feet and the requirement for a “tree” was rejected.

At the Oct 4 , 2004 Whitefish Council meeting the site was approved with 12 conditions, one being (#6) “The wireless communications tower will make available one co-location site on the tower for an additional carrier with comparable antennae within 45 days of completion of the wireless communication facility.”

We were told at the time by the contractor and Western Wireless that the tower was designed so that another 20-foot section could easily be bolted on for further expansion.

It was with this information that in 2004 we signed a lease to allow the site to be constructed.

During early 2010 Kevin Howell from Digital Skylines contacted us and inquired about leasing an approximate 12 foot by 25 foot area to set a small building for cell phone equipment. I contacted the City of Whitefish at that time and was told that any requirements could be met. We at that point contacted Mr. Howell and told him we would be interested.

In closing some points to please consider:

The City states that they worked with consultants from Verizon for several months trying to determine a suitable location for the cell tower, but interestingly the City has never contacted us with any questions about the tower on our property? Why?

The report by the City-County Planning Board states "aesthetic issues are mitigated by the camouflaged nature of the antennae on the light pole".

This is in fact a new cell tower and the stadium lights will be added to the cell tower. There were no illustrations in the information (which I asked for all of it) that I got from the City as to what this new tower will look like and how many antennae will even be on this new tower, now or in the future.

Wireless Service Facilities Criteria Section 11.3.24B number 5 states "Will the new structure allow for co-location and if so how many positions will be available"? The report states "because it will be mounted on a light-pole, the structure will not allow for co-location, however other poles on site could be used for similar cellular facilities".

Standards of approval number 4 states the same?

This is a new cell tower not an existing light pole so should require provisions for co-locate and any criteria for a new tower.

As far as other poles on site (Memorial Field), is the City now proposing to allow Memorial Field to be turned into a cell tower "farm"?

Is the City saying that there could in fact be at some point 7 more cell towers at Memorial Field?

Standards of approval number 9 states "Screening of camouflage may be required to visually obscure wireless communication facilities in highly visible locations"?

The answer "The proposed tower will be on a light pole, therefore disguising it".

Once again this is a new cell tower not an existing light pole! How can adding a light fixture disguise a cell tower?

I at one point asked Dave Taylor if there was anyone at the City that could answer some questions regarding the coverages provided by the applicant or if the Baker and 10th site would work. The answer was no they pretty much take the word of the applicant.

It was noted that the Baker and 10th site couldn't provide coverage for Hwy 93 North/West. Doesn't Verizon still have a tower to provide service for that area?

Would we even need another tower in Whitefish had the City planning department allowed the 100 foot (or taller) tower as requested for coverage in 2003?

During the time that the tower has been behind our business it's interesting how few people realized that it even exists.

It has been noted that the Baker site is not feasible for various reasons. That could be argued either way and there are companies that could be hired to show that the Baker site is the preferred site.

For the past 6-8 weeks AT&T (the current tower owner) has been updating the Baker site to the most current 4G LTE. It apparently works for them.

Talking to the engineers and contractors working on the Baker site that travel all over the country, most are surprised to hear that another tower site would be allowed less than ½ mile away in a small town.

The most important consideration is that in 2003 the City of Whitefish Planners told us that the Baker location is where the next carrier would go.

Thank you for your time and consideration,

Mark and Christine VanNyhuis

1000 Baker Ave

Whitefish, MT 59937

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RESOLUTION NO. 13-__

A Resolution of Intention of the City Council of the City of Whitefish, Montana, indicating its intent to adopt amendments to the Whitefish Downtown Business District Master Plan as an amendment to the 2007 Whitefish City-County Master Plan (2007 Growth Policy).

WHEREAS, the Whitefish City-County Master Plan (Growth Policy) was adopted by the City of Whitefish by Resolution No. 96-3 on February 20, 1996; and

WHEREAS, at a lawfully notice public hearing on March 20, 2006, the Whitefish Downtown Business District Master Plan was presented to the public by Crandall Arambula, PC, public comment was solicited and received and the City Council adopted Resolution No. 06-18, a Resolution of Intention to adopt the Whitefish Downtown Business District Master Plan as an amendment to the Whitefish City-County Master Plan (Growth Policy); and

WHEREAS, at a lawfully noticed public hearing on April 3, 2006, the City Council adopted the Whitefish Downtown Business District Master Plan as an amendment to the Whitefish City-County Master Plan (Growth Policy) pursuant to Resolution No. 06-21; and

WHEREAS, the 2007 Whitefish City-County Growth Policy (2007 Growth Policy) was adopted by the City Council pursuant to Resolution No. 07-57 on November 19, 2007; and

WHEREAS, pursuant to a Consultant Agreement dated April 19, 2012, and Addendum No. 1 dated November 9, 2012, the City engaged Crandall Arambula, PC, to assist the City in updating the Downtown Master Plan; and

WHEREAS, thereafter, public meetings were conducted to receive public input regarding Downtown Business District needs and proposals; and

WHEREAS, on September 19, 2013, at a lawfully noticed public hearing, the Whitefish City-County Planning Board considered the Whitefish Downtown Business District Master Plan 2013 Update, received an oral report, reviewed Staff Report WGPA 13-02, took public comment, and thereafter voted to recommend that the Master Plan be adopted by the Whitefish City Council, with one amendment; and

WHEREAS, at a lawfully noticed public hearing on October 7, 2013, the City Council received a report from Planning Department staff concerning the Whitefish Downtown Business District Master Plan 2013 Update and one amendment, solicited and received public comment, and following discussion tabled the request until after a work session could be held; and

WHEREAS, at a lawfully noticed public hearing on November 4, 2013, the City Council received a report from Planning Department staff concerning the Whitefish Downtown Business District Master Plan 2013 Update and one amendment, solicited and

received public comment, and following discussion adopted a Resolution of Intention to approve the Whitefish Downtown Business District Master Plan as an amendment to the 2007 Growth Policy; and

WHEREAS, it will be in the best interests of the City of Whitefish, and its inhabitants, to adopt a Resolution of Intention to approve the Whitefish Downtown Business District Master Plan 2013 Update and one amendment, as an amendment to the 2007 Growth Policy.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Whitefish, Montana, as follows:

Section 1: All of the recitals set forth above are hereby adopted as Findings of Fact.

Section 2: The City Council of the City of Whitefish, Montana, hereby indicates its intent to adopt the Whitefish Downtown Business District Master Plan 2013 Update and one amendment, attached hereto and incorporated herein by reference, as an amendment to the 2007 Growth Policy.

Section 3: This Resolution shall take effect immediately upon its adoption by the City Council, and signing by the Mayor thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WHITEFISH, MONTANA, ON THIS _____ DAY OF _____, 2013.

_____
John M. Muhlfeld, Mayor

ATTEST:

_____
Necile Lorang, City Clerk

PLANNING & BUILDING DEPARTMENT
510 Railway Street, PO Box 158, Whitefish, MT 59937
(406) 863-2410 Fax (406) 863-2409

October 7, 2013

Mayor and City Council
City of Whitefish
PO Box 158
Whitefish, MT 59937

Re: Downtown Master Plan Update (WGPA 13-02)

Honorable Mayor and Council:

Summary of Requested Action: This application is a request by the city of Whitefish to amend and update the 2006 Downtown Whitefish Business District Master Plan as an amendment to the 2007 Whitefish City-County Growth Policy.

Planning Board Recommendation: The Whitefish City-County Planning Board held a public hearing on September 19, 2013. Following this hearing, the Planning Board unanimously recommended approval of the above referenced Growth Policy Amendment with one amendment and adopted the supporting findings of fact in the staff report (Vail and Konopatzke were absent). The amendment (Gunderson/Smith) was to keep the pedestrian tunnel under the Baker/Wisconsin viaduct project in the revised master plan.

City Staff Recommendation: Staff recommended approval of the attached Downtown Business District Master Plan update as an amendment to the 2007 Whitefish City-County Growth Policy.

Public Hearing: At the public hearing, three members from the public and the city manager spoke.

Jennifer Franzen, 12 Dakota Avenue, brought up an issue with the proposed bikeway bringing bike traffic to the Railway/Baker intersection, which has no crossing. The proposed crosswalk is on First/Baker. She said it needed to be addressed as a safety issue. She said the plan was being proactive with regard to property acquisition.

Diane Conradi, 115 Hummingbird Lane, was concerned about how zoning would be implemented, especially in the current WR-4 zoned areas on south Central Avenue. She thought the city should initiate it rather than it being piece-meal

driven by developers. She brought up small lots and setbacks that limit commercial development in the WR-4 as well as parking limitations.

City Manager Chuck Stearns spoke in favor of keeping the underground pedestrian crossing issue at Railway and Baker and answered questions from the board about parking structures, financing large projects, and large trucks doing downtown deliveries.

Ian Collins supported the plan and discussed how having a plan facilitates getting grant funding for projects.

The draft minutes of the Planning Board hearing including the full public comments are attached.

This item has been placed on the agenda for your regularly scheduled meeting on October 7, 2013. Should Council have questions or need further information on this matter, please contact the Whitefish City-County Planning Board or the Planning Department.

Respectfully,

David Taylor, AICP
Director

Att: Draft minutes of the 09-19-13 Planning Board meeting

Exhibits from 09-19-13 Staff Packet to Planning Board

1. Staff Report, 09-19-13
2. Downtown Master Plan Update draft

c: w/att Necile Lorang, City Clerk

DOWNTOWN MASTER PLAN UPDATE
PLANNING STAFF REPORT
GROWTH POLICY AMENDMENT WGPA 13-02
SEPTEMBER 19, 2013

A report to the Whitefish City-County Planning Board and the Whitefish City Council regarding an amendment to the Whitefish Growth Policy to adopt an updated Downtown Whitefish Business District Master Plan. A public hearing is scheduled before the Whitefish City-County Planning Board on September 19, 2013 and a subsequent hearing is set before the City Council on October 7, 2013.

BACKGROUND

The Whitefish Downtown Master Plan 2013 Update Public Review Draft has been forwarded to the Planning Board and City Council for review, comment, and adoption. This plan has been prepared for the City of Whitefish by consultants Crandall-Arambula from a contract prepared by the City Manager's office at the request of the City Council. The original Downtown Master Plan, which was also completed by Crandall-Arambula in conjunction with the City of Whitefish and the Heart of Whitefish, was adopted in April of 2006. This update effort was initiated in the fall of 2012.

The study area encompasses the downtown core, including the BNSF rail yard and corridor commercial area to the north along Wisconsin, rail and residential area along Somers and Pine to the east, 6th Street to the south, and the Whitefish River to the west.

The plan is meant to be a guide for future downtown projects, zoning, and development. This plan works as a companion document to the 2007 Whitefish City-County Growth Policy and area neighborhood plans.

To engage the public, the consultant hosted several meetings with staff and the public, including a public review of the existing plan and an open house where oral and written responses from the public were logged.

NEW ELEMENTS

Highlights of the proposed changes from the 2006 adopted Downtown Master Plan include:

- A downtown 'Retail Loop" that permits only retail uses that follows Central to First, then over to the Railway District on Lupfer, up to Third and back over to Central.
- Expansion of commercial type uses south on Spokane Avenue
- A recommendation for three major parking structures downtown
- A 'Downtown Living Room" concept that includes additional hard-scape for Depot Park
- New park space in the Railway District

- New City Hall at the current location at Second and Baker rather than near Depot Park
- Elimination of the 'Whitefish Landing' waterway project near BNSF Railway Yard from original plan
- Elimination of bicycle and pedestrian underpass below Baker Avenue near viaduct from original plan (this item is controversial and should be looked at more closely)
- A protected bikeway up Spokane and over to Wisconsin, including a leg going out East Second
- Additional multi-family land use southwest of downtown and north of Railway
- New proposed future streets south of the railroad
- Additional future traffic signals at Second and Lupfer, First and Baker, and Third and Baker to calm traffic and facilitate pedestrian traffic
- Improved 'Gateways' at three downtown entry points, including landscaping and signage

IMPLEMENTATION ITEMS

The Next Steps portion outlines several updates that need to be made to other regulatory documents and establishes priority development projects. These include:

- Change the 2007 Growth Policy Future Land Use maps in the 'Whitefish Landing" region northwest of the Railway District from Resort Residential to Urban. I think that resort residential may remain more appropriate than urban and may be impacted by the Highway 93 West Corridor Plan and its vision for the Idaho Timber property, so that item could use some discussion by the board.
- Eventually changing the WI zoning south of the BNSF tracks to residential of some sort.
- Amend zoning to require ground floor retail exclusively in the downtown loop (First to Central to Third to Lupfer)
- Require zero lot line development in core
- Amend ARC standards to require 70% transparent glass along ground floor facades on Central and parts of First and Third streets (see page 49)
- Amend ARC standards to require 50% transparent glass along ground floor facades on fringe streets in the downtown core (see page 49)
- Require parking access restricted frontages in the downtown core
- Establishes City Hall and a Second and Baker Parking Structure as the Number 1 priority project
- Establishes a parking garage at Second and Spokane as the Number 2 priority project (the rankings of these priorities should be reviewed and debated)
- Establishes Baker Avenue streetscape and roadway improvements as the Number 3 priority
- Establishes Depot Park hardscape improvements as the Number 4 priority

- Establishes other projects as priorities such as Railway District and Central Avenue pedestrian street improvements, a Railway District anchor site, etc.

RELATIONSHIP WITH THE GROWTH POLICY

The Downtown Business District Master Plan was included as part of the 2007 Whitefish City-County Growth Policy. The Growth Policy features a section on downtown planning under the Land Use section in Chapter Three.

The Goals, Policies, and Recommended Actions from the Land Use element of the Growth Policy related to the downtown are listed below, along with a brief synopsis of how the plan addresses the issues.

2007 WHITEFISH CITY-COUNTY GROWTH POLICY, LAND USE ELEMENT:

Goals:

3. Strengthen the role of Downtown Whitefish as the commercial, financial, and administrative center of the community.

This plan is the roadmap to continuing to support downtown Whitefish and its role as the driving economic and administrative force in our community.

Finding 1: The plan update continues to support the downtown as the commercial, financial, and administrative center of the community. Retail and commercial growth is encouraged, and the plan calls for city hall to remain in the downtown core.

7. Preserve and protect important historic buildings, neighborhoods, and landmarks in downtown Whitefish.

The plan does not address preservation of buildings, neighborhoods, and landmarks. The Growth Policy calls for an inventory to first be done of historic buildings, neighborhoods and landmarks, and that has not yet been established as a priority.

Policies:

1. *The city of Whitefish shall continue to implement and update the Downtown Whitefish Business District Master Plan.*

This document is the embodiment of that policy.

Finding 2: This proposed Downtown Business District Master Plan update supports the Future Land Use Policy to implement and update the Downtown Business District Master Plan.

2. *For new development, redevelopment, and infill projects in downtown Whitefish, building height and massing shall be consistent with the scale of existing structures*

The Downtown Business District Master Plan update does not address building height and massing, but the recently updated Architectural Review Standards and revised WB-3 building heights do.

SUMMARY

The Downtown Whitefish Business District Draft Master Plan update establishes a good framework for future development and growth for the downtown core. There are several potentially controversial elements. The Planning Board and Council should thoroughly review the document, the proposed implementation elements, and the suggested priority projects and decide if they and the public agree with the recommendations contained therein.

Overall Recommendation: Staff recommends the Planning Board review and recommend any appropriate changes needed to the Downtown Business District Master Plan update document, and that it be forwarded it to the City Council with a recommendation for adoption as an amendment to the 2007 Whitefish City-County Growth Policy.

they moved into their new homes in Old Town.

Anderson said these are difficult issues, especially right now when there is a lot of traffic and road construction. He said the City needs to talk about how to mitigate traffic concerns. There are more people coming to town and there is always the need to ask when enough is enough. That is why there is a Growth Plan set by the public process.

MOTION

Anderson moved and Netteberg seconded to adopt staff report WPP 13-04 findings of fact and recommend that the Whitefish City Council approve the Haugen Heights preliminary plat.

AMENDMENT

Phillips moved and Blake seconded to amend the motion and require the applicant implement a traffic control device to slow the traffic down on Haugen Heights Road, in consultation with the Public Works Department.

VOTE ON THE AMENDMENT

The amendment passed 5-2 with Meckel and Netteberg voting in opposition.

VOTE

The original motion, as amended passed 5-2 with Blake and Smith voting in opposition. (Scheduled for City Council on October 21, 2013.)

CITY OF WHITEFISH GROWTH POLICY AMENDMENT REQUEST

A proposal by the City of Whitefish to amend the 2007 Whitefish City County Growth policy by adopting an updated and amended Downtown Master Plan.

RECESS

A 5-minute recess was called.

STAFF REPORT WGPA 13-02

Planning Director Taylor reported that the Whitefish Downtown Master Plan 2013 Update Public Review Draft has been forwarded to the Planning Board and City Council for review, comment, and adoption. This plan has been prepared for the City of Whitefish by consultants Crandall-Arambula from a contract prepared by the City Manager's office at the request of the City Council. The original Downtown Master Plan, which was also completed by Crandall-Arambula in conjunction with the City of Whitefish and the Heart of Whitefish, was adopted in April of 2006. This update effort was initiated in the fall of 2012.

Taylor provided a power point presentation of the highlights of the plan.

The following is from the staff report included with the packet:

The study area encompasses the downtown core, including the BNSF rail yard and corridor commercial area to the north along

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Wisconsin, rail and residential area along Somers and Pine to the east, 6th Street to the south, and the Whitefish River to the west.

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Staff recommended the Planning Board review and recommend

DRAFT

appropriate changes needed to the Downtown Business District Master Plan update document, and that it be forwarded it to the City Council with a recommendation for adoption as an amendment to the 2007 Whitefish City-County Growth Policy.

Phillips said staff put a lot of work into it and it has been done very well. He thanked them for it.

PUBLIC HEARING

The public hearing was opened to those who wished to speak on the issue.

Jennifer Franzen, 12 Dakota Avenue, said on page 25 the proposed bikeway goes on Railway Street with the current bike path on the north side of Railway. She said that is a lot of bike and pedestrian convergence. She said the proposed crosswalk is down on 1st Street, which is a block south. She isn't sure how to address it but asked them to realize they might need to address that safety issue.

Diane Conradi, 115 Hummingbird Lane, said she is a property owner at 404 Central Avenue. She also rents in downtown Whitefish. She applauded the efforts for coming up with a vision for how Whitefish grows. She is more concerned about the implementation of some of these concepts. On page 47 she said the proposal for extending the commercial zone, south of Third Street concerns her. It is zoned WR-4 and it will make that change difficult because it borders residential areas. She said they need to look at parking down there. She sees a lot of parking on the north side of town, but not a lot on the south end of town. She asked them to consider the setbacks. Under the WR-4 zoning, if there is intent to utilize the lots, they are limited by the small lot sizes there. She said on page 47 they make it sound like they will decide what they are going to do when someone comes to them. She didn't like them putting the onus on a particular property owner. It might create a rancorous process. She suggested that the City prioritize updating the regulatory framework to achieve what they are contemplating with the plan. On page 46 the policy and regulatory updates says they should look at existing zoning. She suggested they help staff prioritize looking at the broader brush zone changes so the regulatory framework processes are in place. She said south of Third Street is designated as residential and commercial. She said setbacks are a significant issue. She also brought up the median down the middle of Central at the south end, and said that could be removed to provide more parking.

Chuck Stearns, City Manager, said he was available to answer questions. He clarified that the current and existing Downtown Master Plan had an underground crossing at Railway and Baker Avenue. He said the consultant had taken it out of the Downtown Master Plan, but it is something they could look at in the future. He

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said he liked the idea of a parking garage near BNSF and if they did that parking deck it would make sense to put the crossing under the viaduct. He said an at-grade parking at Railway and Baker Avenue would be a tough sell to MDT unless there was a stop light there. He agreed with Diane Conradi on the re-zoning. He said this is an amendment to the Growth Policy and they need to implement zoning right behind it. He cited the example on E. Second Street when the Growth Policy was changed and the zoning didn't follow. He said long term planning often gets set back because of new projects so it detracts from staff's time to work on the long range planning.

Blake asked and Stearns said MDT completes traffic studies and warrants to decide where they will put in traffic lights. Meckel commented on page 20 and said he thinks it is not realistic. He thinks the traffic on Wisconsin Avenue is much higher than what they see. He thinks the crossing under the viaduct needs to be looked at again. Manager Stearns said this Planning Board can recommend that the underground crossing remain in the Growth Policy.

Blake asked if they can do anything about the 18-wheelers delivering downtown and Manager Stearns said they can regulate the hours for deliveries. He said the other option is a commodity distribution center. Phillips said he likes the idea of the northerly parking area. He said the parking area could be designed to be elevated to pick up the northerly traffic off Wisconsin Avenue before it comes into the town itself. Manager Stearns said it would be great to have a transit area from the parking garage because those people might transition downtown.

Meckel asked about the financing mechanism for projects like this and Manager Stearns the TIF money will end in 2020 and they will be able to finance one parking structure. The Council wants staff to look into payment-in-lieu of parking fees for new construction. It would be controversial because it would be another impact fee. It costs about $5,500 per space for a surface level parking lot. Smith asked if it was his preference to put the one by the viaduct first and Manager Stearns said it would take employees and ski traffic out of the downtown parking area, but it doesn't help with the retail parking needs. He said the parking structure with the new City Hall would be first and the one by BNSF would be his preference for priority #2. Blake said he didn't see the need for a parking garage. Manager Stearns said one of the reasons is to spur development, but at this point it is just a long term possibility.

Jen Franzen said this plan looked at property acquisition for the City now instead of 20 years from now and that is proactive.

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Ian Collins said Ken Meckel's question about financing was a very good question. He said that in the past the Master Plan positioned the City well for grants and provided the financing they needed for some of the big downtown projects. Meckel said he was pro-planning. He just wanted to take existing projects into consideration, too. Phillips said he came from a community that grew 17,000 people in 15 years. When every development was created the development was charged system development charges that helped with infrastructure costs.

PUBLIC HEARING

No one wished to speak and the public hearing was closed.

BOARD DISCUSSION

Gunderson said he would be interested in keeping the underpass in the Growth Policy. He likes the idea of connecting parks with trails. He said he wasn't sure if signals were important. He said they could go through this thing and revise it, but he could conceptually agree with the whole package. Meckel said these concerns would go in the public record and come before the Council.

MOTION

Anderson moved and Phillips seconded Whitefish to adopt staff report WGPA 13-02 with findings of fact and recommend that the Whitefish City Council amend the 2007 Whitefish City County Growth policy by adopting an updated and amended Downtown Master Plan.

BOARD DISCUSSION

Gunderson moved and Smith seconded to keep the pedestrian tunnel in the Master Plan.

VOTE ON THE AMENDMENT

The amendment passed unanimously.

BOARD DISCUSSION

Phillips said they should change the setbacks and Director Taylor said this is just the big picture. In the future they will have to create some mixed use hybrid zone and that will change the setbacks.

VOTE

The original motion, as amended, passed unanimously. (Scheduled for City Council on October 7, 2013.)

NEW BUSINESS
GOOD AND WELFARE

1. Matters from Board

Phillips said he would miss Netteberg and the rest of the Planning Board commended him for his years of service.

2. Matters from staff

Director Taylor thanked Netteberg for his support and service.
He said that on October 2nd there will be a new planner.

3. Poll of Board members available for next meeting (October 17, 2013.) All members indicated they would be available

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except for Smith and Blake.

ADJOURNMENT The meeting was adjourned by motion at approximately 10:15 p.m. The next regular meeting of the Whitefish City-County Planning Board will be held on October 17, 2013, 6:00 PM

_____ _____

Ole Netteberg, Chairman of the Board Jane Latus Emmert, Recording Secretary

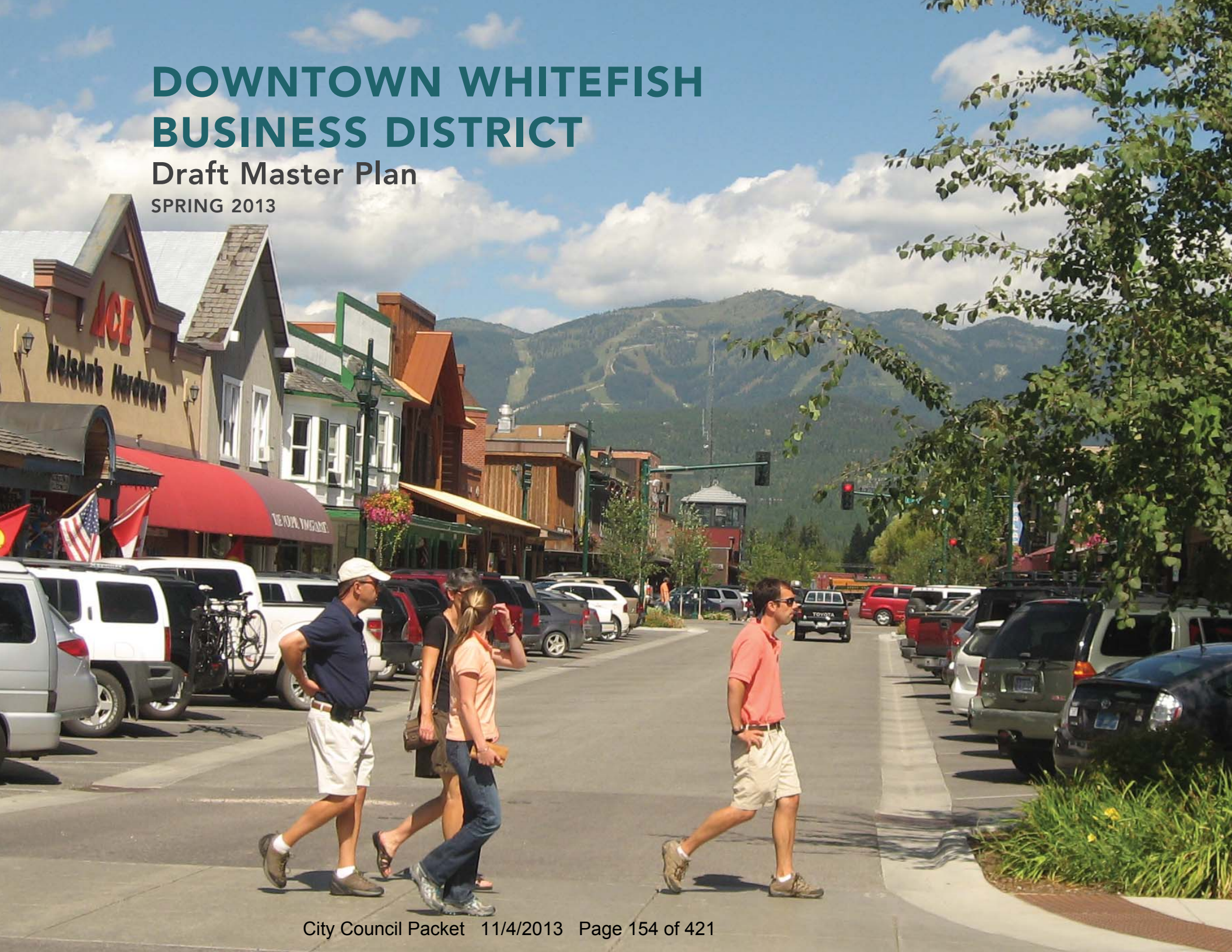
APPROVED as submitted/corrected: _____/_____/13

DRAFT

DOWNTOWN WHITEFISH BUSINESS DISTRICT

Draft Master Plan

SPRING 2013



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EXECUTIVE SUMMARY

OVERVIEW

The Whitefish Downtown Business District Master Plan 2013 is an update to the plan adopted in 2006. The plan update:

- Builds upon Central Avenue private development stimulated by considerable public investment that has occurred since 2006
- Focuses 'next phase' public improvement efforts on extending the downtown retail storefronts along Central Avenue one block south to Fourth Avenue and extending retail into the Railway District along First Avenue, Lupfer Street and Third Avenue
- Emphasizes the importance of providing essential retail parking. The Plan is consistent with the 2013 Parking Structure and City Hall Feasibility Study
- Provides for a new City Hall. The plan is consistent with the siting recommendations of the 2013 Parking Structure and City Hall Feasibility Study
- Replaces the adopted Plan of 2006 as an amendment to the Whitefish City-County Growth Policy. The Plan is compliant with the State of Montana Growth Policy requirements
- Sets forth a new implementation strategy for public projects that will stimulate significant private investment. High Priority projects are identified

Following Plan adoption, numerous projects identified in the Plan have been constructed or planned further, including:

- Completion of a new Depot Park Master Plan
- First, Second, and Third Streetscape Improvements including above and below grade street utilities, sidewalk, landscape and roadway reconstruction (Baker to Spokane Avenues)
- Central Avenue Streetscape Improvements including above and below grade street utilities, sidewalk, landscape and roadway reconstruction (Railway to Third Streets)
- Storefront improvements and expansion through renovation or conversion to ground-floor retail use
- Numerous new buildings constructed throughout the downtown
- New public retail parking lot at the intersection of Spokane and Second Street
- Improvements to the Middle School Performing Arts Center

Notable deviations from the 2006 plan incorporated into the update include:

- Proposed construction of a new City Hall at Second Street and Baker Avenue rather than at Depot Park
- Omission of the 'Whitefish Landing' waterway within the BNSF railway area
- Omission of a pedestrian and bicycle underpass below Baker Avenue

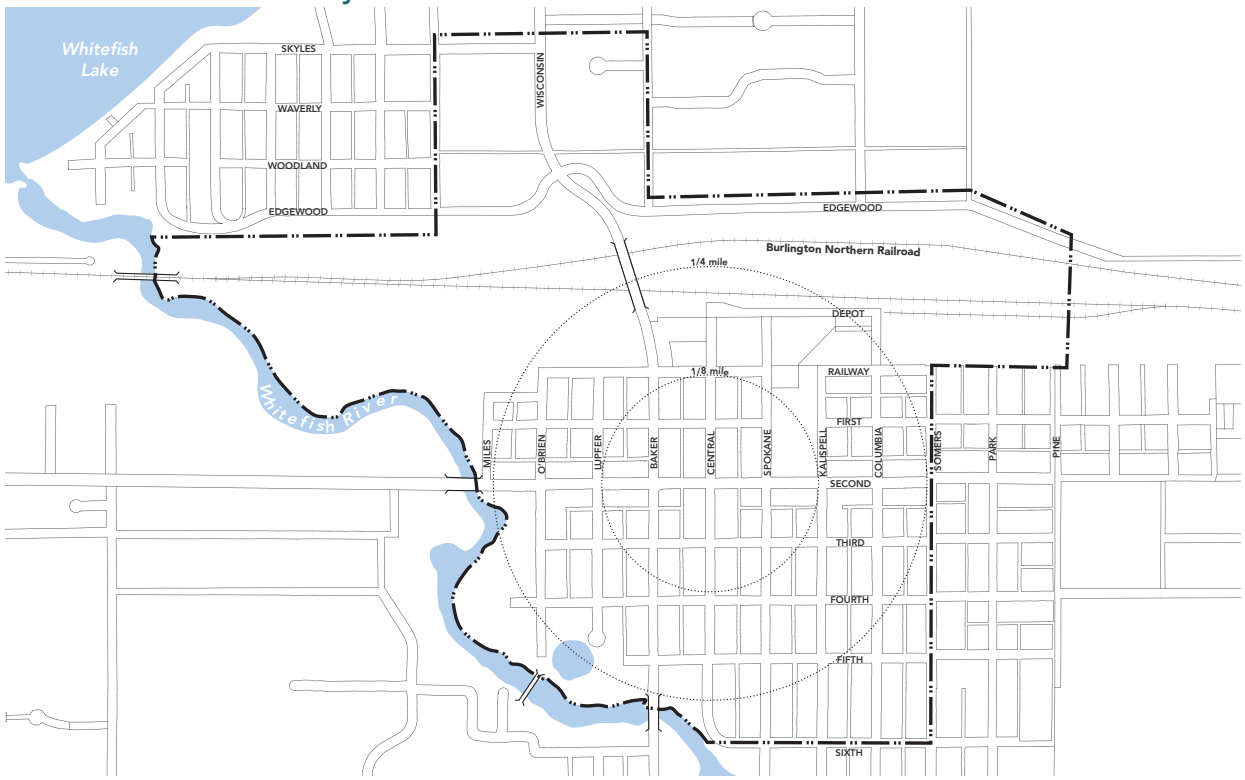
STUDY AREA

The plan update maintains the study area boundary established in 2006.

Study Area Description

The study area includes the Burlington Northern/Santa Fe rail yards and corridor commercial area to the north, rail and residential areas along Somers and Pine to the east, 6th Street to the south and the Whitefish River to the west.

Downtown Whitefish Study Area



PLANNING PROCESS

The Plan Update

The process for updating the plan was initiated in the fall of 2012 and completed in the spring of 2013. The planning process was informed by consultation and recommendations gained from the following sources:

- **City and Consultant–**At key milestones throughout the process, Whitefish City Staff, elected officials, the Parking Structure and City Hall Feasibility Study consultants reviewed Plan Update elements and provided comments and suggestions
- **Public–**The general public provided comments and input at two meetings. During the initial public meeting the existing plan was presented and community issues were solicited. During the second 'open house' meeting Master Plan updated document elements were displayed and presented. Following both meeting presentations the general public was invited to provide oral comments and respond to Plan proposals by filling out 'response sheet' questionnaires

Response Sheet

Whitefish Downtown Master Plan Tune-Up
Kick-Off Meeting

August 23, 2012

Issues and Concerns: For additional Comments Use Back of Sheet

List your three top issues and concerns regarding:

City Hall Location

1._____
2._____
3._____

Parking Structure Design and Location

1._____
2._____
3._____

Special Areas: For additional Comments Use Back of Sheet

On the map above, please note areas you believe:

- **Present special design opportunities**
- **Are areas of concern**

Name (optional): _____

If you need additional time to respond, please return your comments to:
Crandall Arambula 520 SW Yamhill, Roof Suite 4 Portland, Oregon 97204 (503) 417-7879 fax (503) 417-7904 jgraf@ca-city.com

GUIDING PRINCIPLES

A Coordinated Effort

The 2013 Master Plan Update addresses the objectives of the 2006 Master Plan which was developed by The City of Whitefish Staff, elected officials, the Heart of Whitefish downtown business association, and the general public. The Master Plan objectives are organized in the following five categories:

1) Downtown Business Vitality

- Keeps existing businesses healthy
- Provides opportunities for new community-serving businesses
- Better accommodates existing and future tourist industries
- Develops a strategy to strengthen downtown retail through proposals for additional retail development and building improvements
- Creates a pedestrian-friendly environment to encourage visitors and residents to utilize downtown businesses

2) Transportation

- Ensures that Highway 93 roadway and intersection changes enhance and support downtown businesses
- Accommodates increasing traffic volumes without degrading downtown livability and the retail environment
- Locates new parking facilities to support downtown retail and commercial businesses
- Accommodates alternative transportation modes (pedestrian, bicycle and transit) to reduce downtown congestion

3) Public Facilities

- Identifies appropriate public facilities and their locations to strengthen existing businesses
- Identifies public improvements needed to stimulate downtown development

4) Environment

- Protects and connects the downtown to the natural environment; Emphasizes the natural environment as a central feature in the community's appeal to visitors and residents alike
- Highlights the unique natural environment in design concepts

5) Growth Management

- Maximizes opportunities for higher-density market rate and affordable housing
- Demonstrates how Whitefish can stimulate downtown development that can complement and support Highway 93 corridor development outside of Downtown

FUNDAMENTAL CONCEPT

The essential key components of the future vision for growth, improved access and enhanced livability of the Whitefish Downtown Business District are to:

1) Create a Downtown Retail Loop

Extend Central Avenue retail shops and streetscape enhancements north to Depot Street and South to Fourth Street

Expand downtown retail opportunities into the Railway District along First Street, Lupfer Avenue, and Third Street. Match existing Central Avenue streetscape character along this loop

2) Provide Essential Retail Parking Structures

Construct two retail parking structures serving Central Avenue; One at Spokane and Second and the other at Baker and Second

Provide a new retail parking structure serving the Railway District. The structure is envisioned to encompass the entire block at the northwest intersection of First Street and Baker.

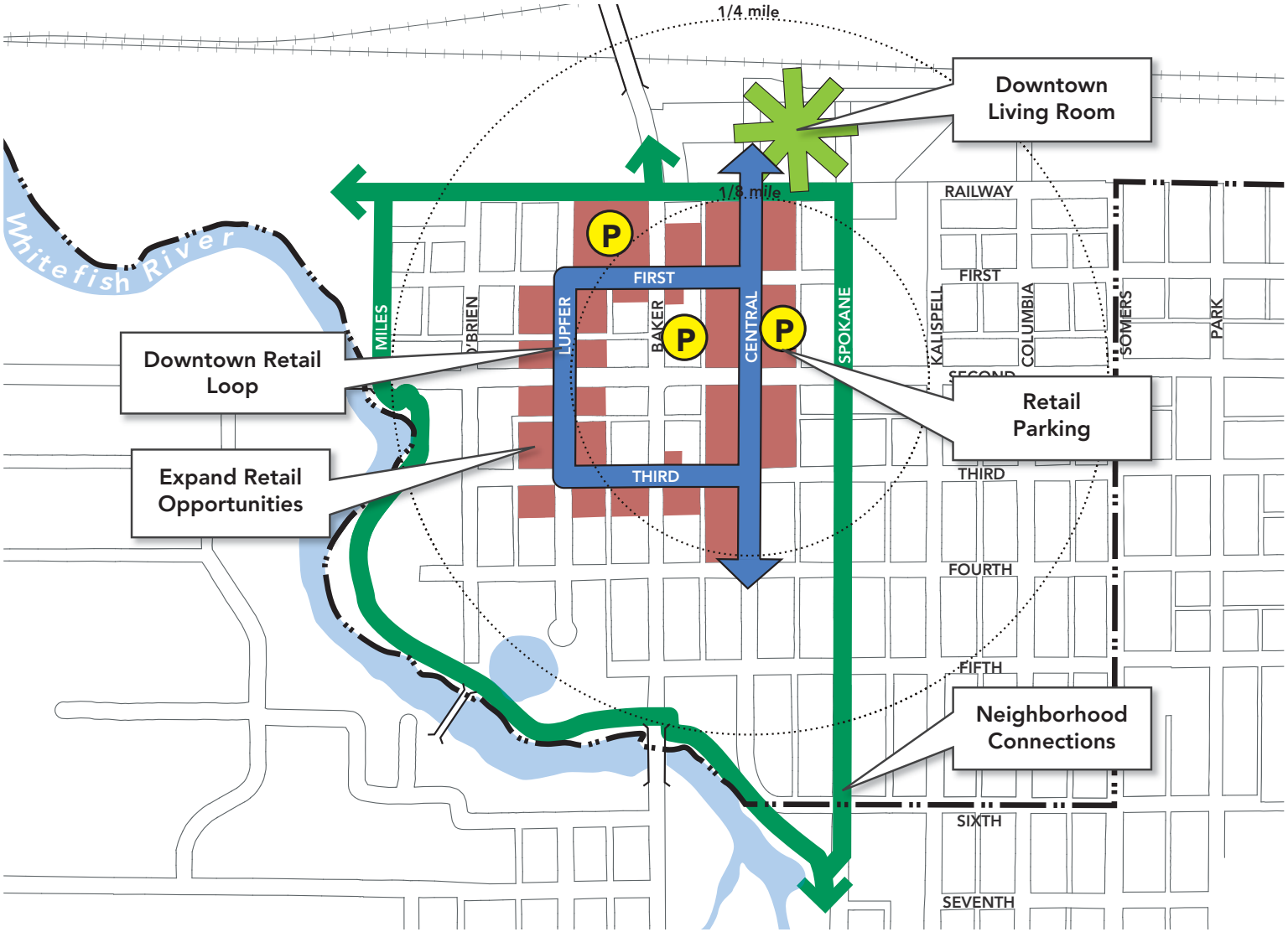
3) Create Safe and Convenient Neighborhood Connections

Provide a combined multi-use pedestrian and bicycle trail and protected bikeway along Spokane Avenue and Depot Street that encircles and connects the downtown to the Whitefish River, parks, and nearby residential neighborhoods

4) Establish a Downtown 'Living Room'

Construct planned enhancements identified in the Depot Park Master Plan with the following amendment: include a large paved 'plaza-like' multipurpose space for downtown events at the intersection of Railway Street and Central Avenue

Fundamental Concept Diagram



TRANSPORTATION FRAMEWORK

The framework identifies all transportation elements for all modes. It establishes a comprehensive 'complete street' network of integrated and balanced pedestrian, bicycle and auto facilities that connect to and within the downtown study area. While ensuring that essential auto and truck access is maintained, the transportation framework has a special emphasis on providing an 'active transportation' system. This system includes pedestrian and bike-friendly streets, intersections, sidewalks, and recreation trail elements that enhance mobility and the quality of life for those living, working or visiting Downtown Whitefish.

Key Framework Elements:

Auto Mobility Streets (Auto/Truck Emphasis)—Essential Highway 93 regional access routes to and within the Downtown are identified

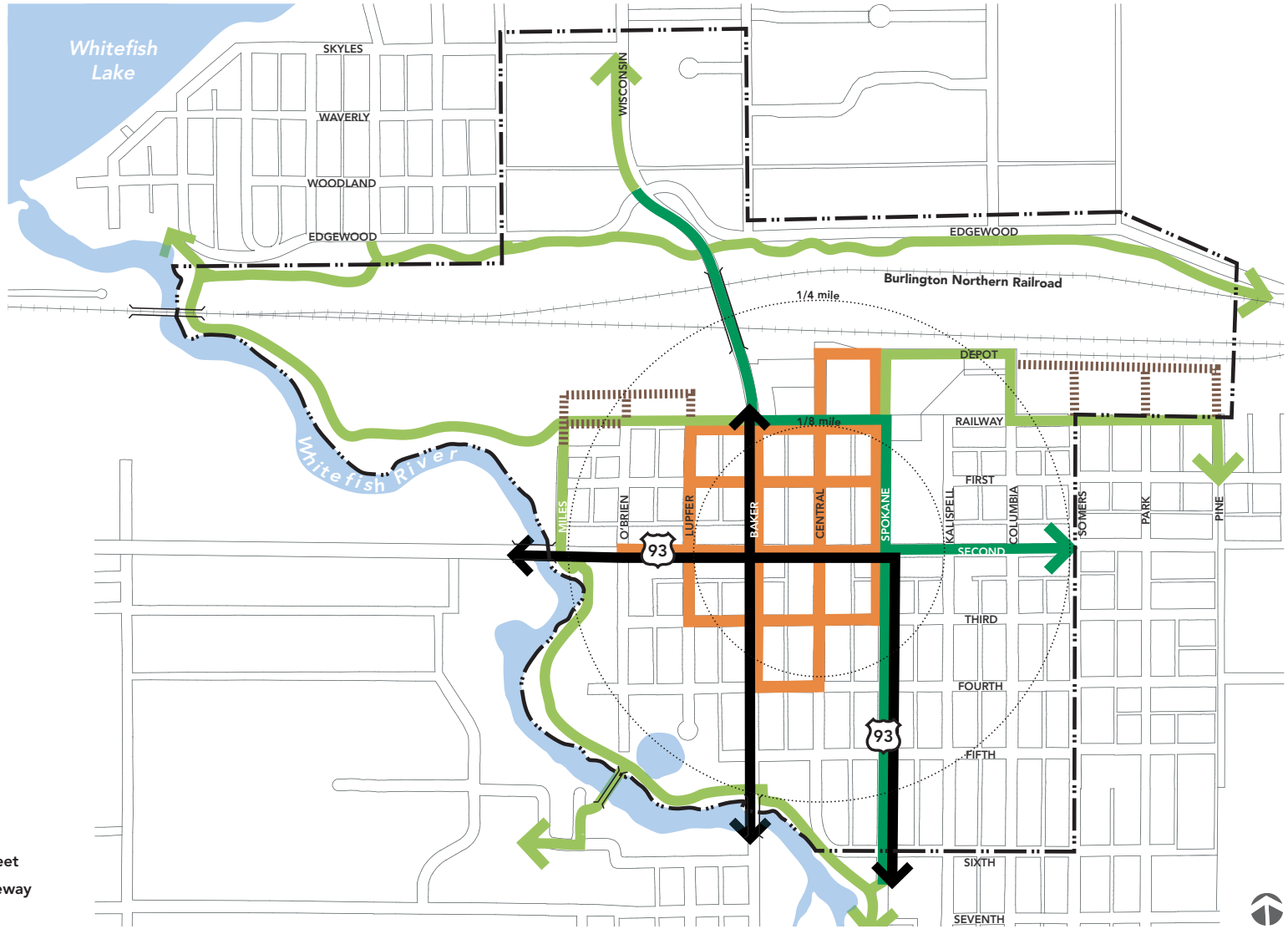
New Streets—Conceptual location for a new local street grid north of Railway Street is identified. These new streets would be constructed concurrently with adjacent new high density residential development

Pedestrian Emphasis Streets—Identifies key streets where either existing enhancements have been constructed or future enhancements are needed to stimulate additional retail development

Protected Bikeway—A safe and direct Downtown access bicycle facility physically separated from auto travel lanes by either a landscaped barrier, curb, sidewalk, parked cars or other means is identified

Multi-Use Trail—Existing, planned and proposed recreation trails connecting the Downtown to adjacent neighborhoods and natural features are identified

Transportation Framework



LEGEND

- Auto Mobility Street
- New Street
- Pedestrian Emphasis Street
- Proposed Protected Bikeway
- Multi-Use Trail

LAND USE FRAMEWORK

The Land Use Framework outlines the vision for long-term development of Downtown Whitefish. It is intended to describe the location and relationship between existing and potential new desirable uses. The Framework builds upon existing desirable uses and maximizes development opportunities. The Land Use Framework in itself does not change existing zoning (permitted uses or existing development regulations). Where zoning inconsistencies exist with this vision, future code changes will be required. In all cases, existing uses should be 'grandfathered', meaning they should be allowed to remain in place until renovated.

A Mix of Uses

The Land Use Framework describes primary land uses but promotes a mix of uses, both vertically and horizontally. Hatched areas indicate where multiple uses are appropriate. New development or renovation of existing structures should be pedestrian-friendly, compatible in scale and character with existing desirable adjacent buildings. Sustainable practices for construction and habitation should be fostered.

Key Framework Elements:

Retail—Identifies the required ground floor locations where the sale of goods, eating and drinking or entertainment businesses will be required

Public Parking—Identifies existing and proposed locations of public parking structures or lots

Civic—Identifies current locations of government buildings, churches, schools and the like

Commercial—Identifies the location where the sale of services is appropriate. Within these areas, retail sales are also appropriate

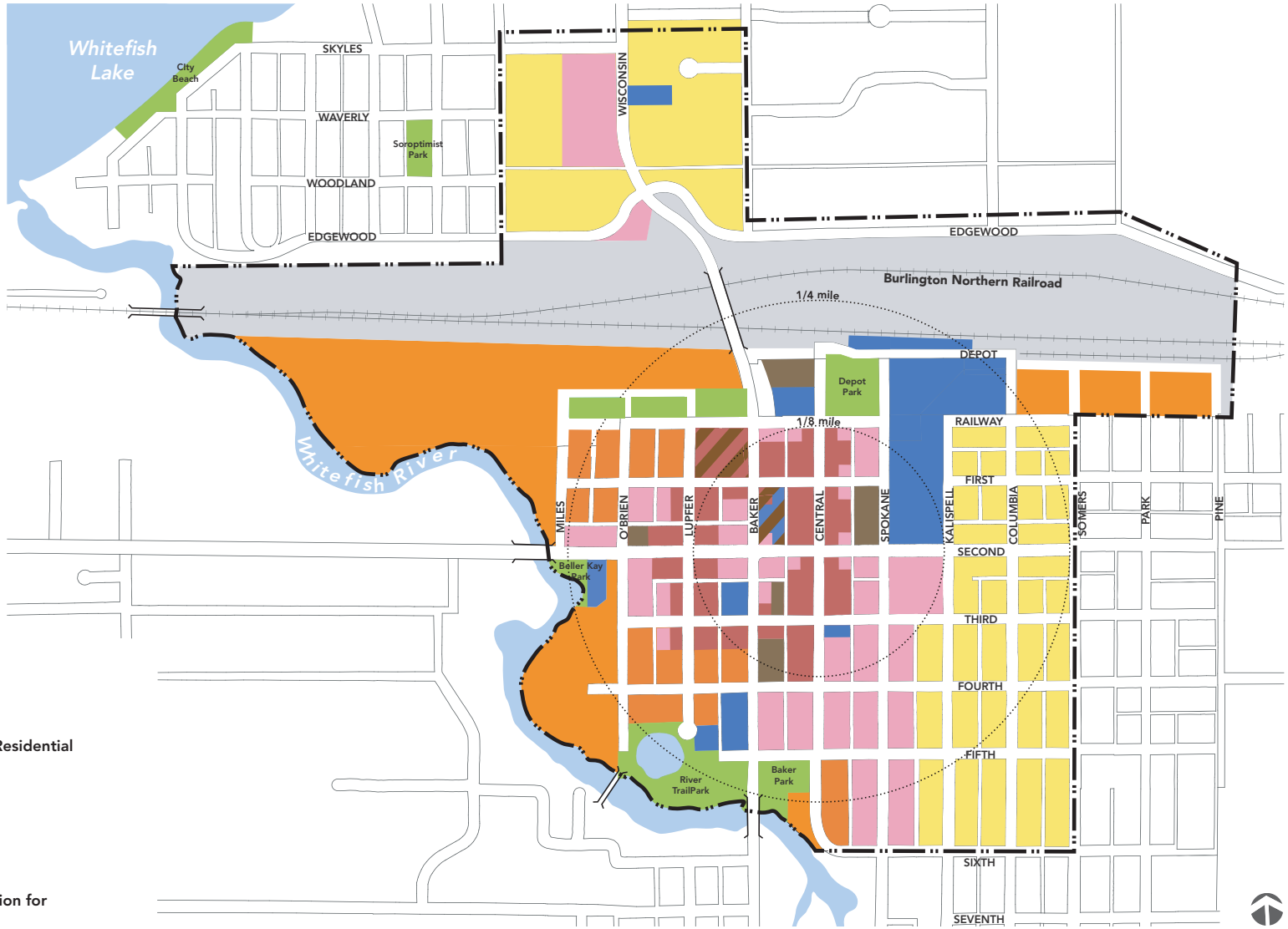
Parks—Identifies current and proposed locations of parks

Multi-family (Attached) Residential—Areas appropriate for apartments, condominiums, townhomes or duplex residential structures are identified. These structures may include mixed uses where hatched with commercial or retail uses

Single Family Residential—Identifies areas appropriate for one dwelling unit per parcel housing

Industrial—Identifies location of Burlington Northern Railway property that is envisioned to remain as currently used

Recommended Primary Land Use Framework



Primary Use
LEGEND

- Retail
- Commercial
- Multi-Family (Attached) Residential
- Single Family Residential
- Civic
- Public Parking
- Parks
- Industrial

Hatch indicates more than one option for potential primary use

IMPLEMENTATION

Three steps are necessary to transform the Whitefish Downtown Business District Master Plan from an aspiration to a development reality: 1) Adoption and distribution of the Plan; 2) Regulatory updates; and 3) Construction of High Priority and Priority Projects.

High Priority Projects

Strategic public investments are identified to stimulate private investment or meet critical public facility needs. The High-Priority Projects are:

1) City Hall and Second and Baker Parking Structure—The design should be consistent with the 2013 Parking Structure Feasibility Study and City Hall Concept Design recommendations.

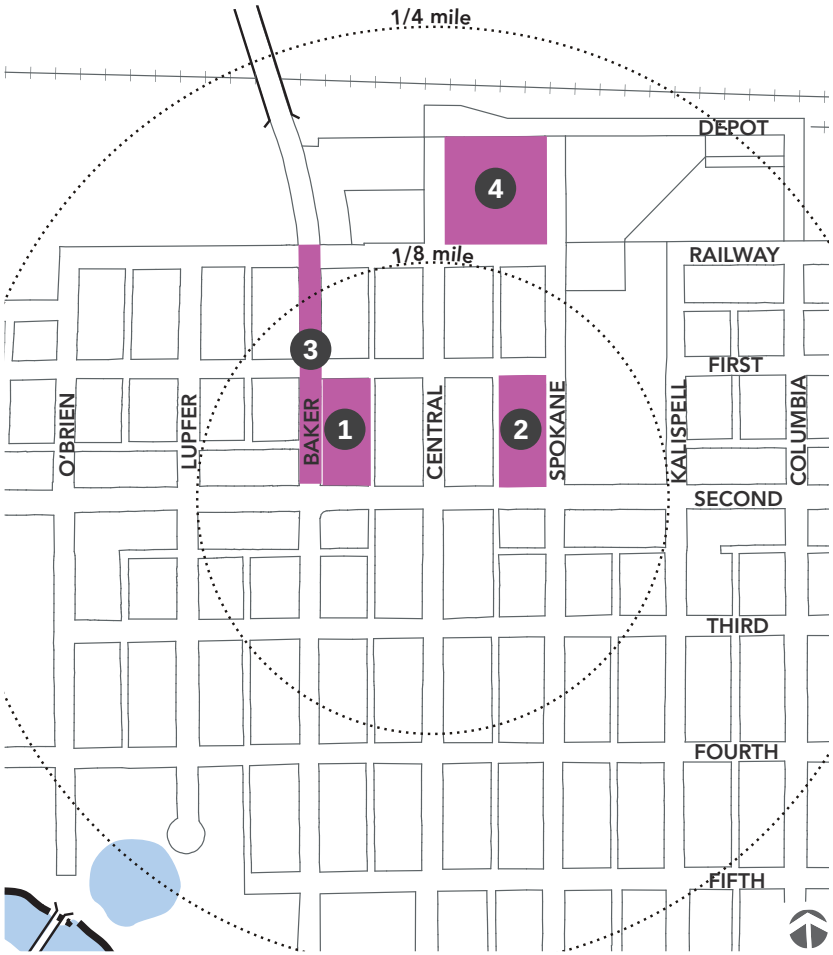
2) Spokane and Second Parking Structure—The structure should meet the parking needs of retail and commercial uses by replacing the current city parking lot with a retail serving parking garage. It should also provide ground floor commercial storefronts along the Spokane Avenue frontage.

3) Baker Avenue Streetscape and Roadway Improvements—Located between Railway and Second Street, the improvements should enhance the pedestrian environment while maintaining acceptable auto and truck mobility. It should create a welcoming environment for the proposed City Hall, retail and commercial ground floor uses. The Second and Baker intersection should be designed and constructed first and foremost as a safe and comfortable connection to the Railway District for pedestrians.

4) Depot Park—The park, as described in the adopted Depot Park Master Plan, should be implemented with possible refinements to include a plaza multi-purpose paved area (approximately 20,000 square feet) at the southwest corner of the park.

High-Priority Projects

Note: Numbering does not indicate phasing



TRANSPORTATION FRAMEWORK

OVERVIEW

Much of downtown Whitefish is within the public realm, including its roadways, sidewalks and trails. The recent completion of Central Avenue and adjacent streetscape improvements coupled with Highway 93 mobility enhancements has resulted in substantial private investment, improved livability and downtown access. The Transportation Framework builds upon these improvements and identifies a vision for additional future improvements.

Complete Street Network

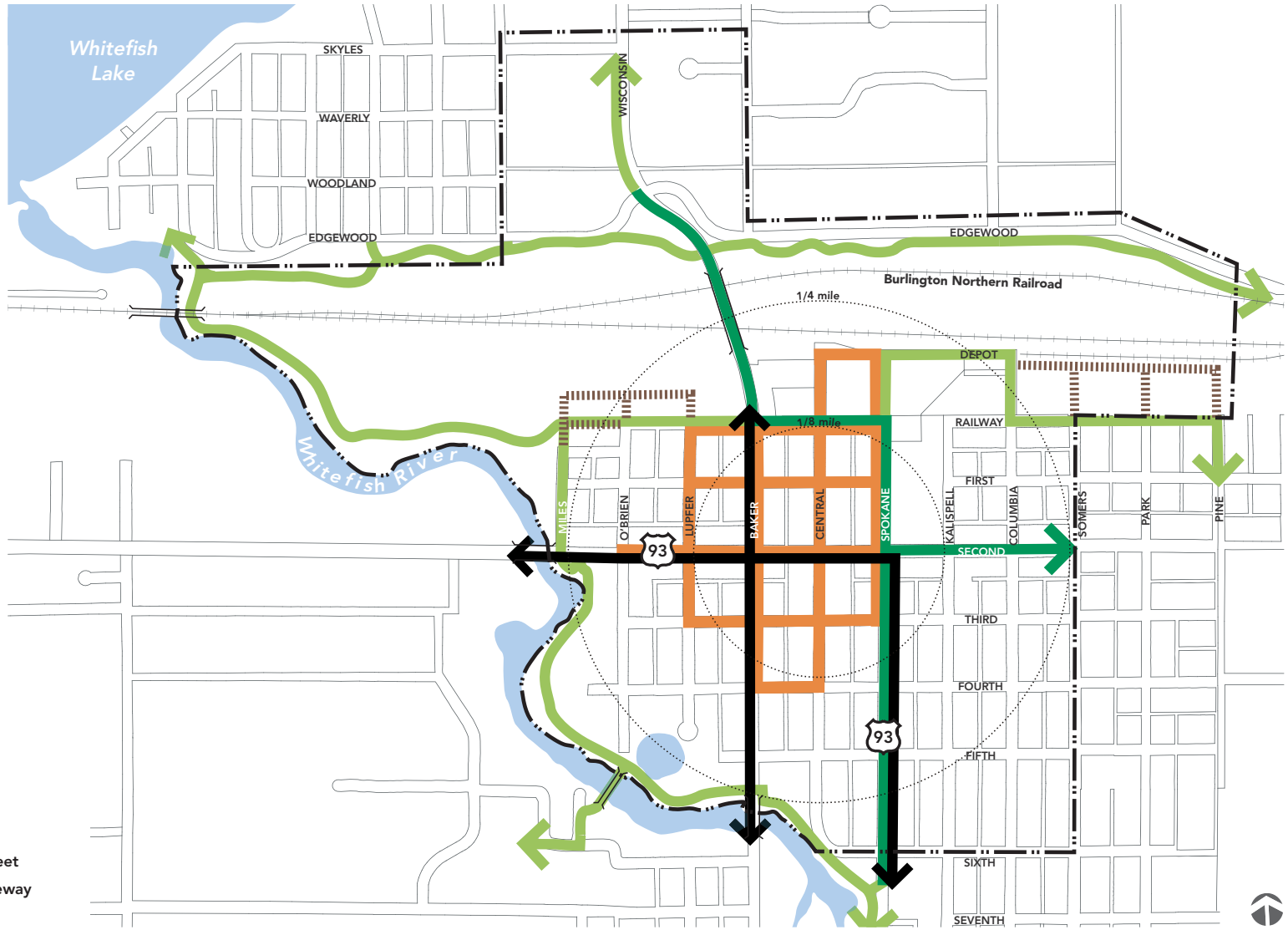
A prime objective of the Downtown Plan is to maintain and strengthen Downtown Whitefish as a destination rather than simply a place to pass through. While essential access and mobility is identified for key routes, a bias toward the pedestrian and cyclist should be fostered for all streets in the downtown, including Auto Mobility Streets. The Transportation Framework identifies key routes for pedestrian and bicycle improvements. To implement this vision, 'active transportation' (pedestrian and bicycle) enabling policies and regulating design standards should be created. The standards should be adopted and replace current street design standards that favor peak commuter period auto and truck through-traffic movement rather than destination 'placemaking'.

Street Hierarchy

The Transportation Framework creates a network of transportation elements that complement adjacent land uses and spur additional desirable Downtown development. The Framework elements include:

- Auto Mobility Streets
- New Streets
- Pedestrian Emphasis Streets
- Protected Bikeway Routes
- Multi-Use Trails

Transportation Framework



LEGEND

- Auto Mobility Street
- New Street
- Pedestrian Emphasis Street
- Proposed Protected Bikeway
- Multi-Use Trail

AUTO AND TRUCK

The Auto and Truck Element identifies regional and local access routes through and within the downtown. These routes are under the jurisdiction of both the City of Whitefish and the Montana Department of Transportation. Implementation of the vision may be led by the City or the MDT.

Auto Mobility Streets

Special 'Urban Highway' design standards unique to downtown Whitefish are suggested for the auto mobility street routes. The standards should result in 'calmed traffic' conditions that in turn maintain downtown livability, reduce or eliminate pedestrian barriers and strengthen the private investment environment. These standards would include:

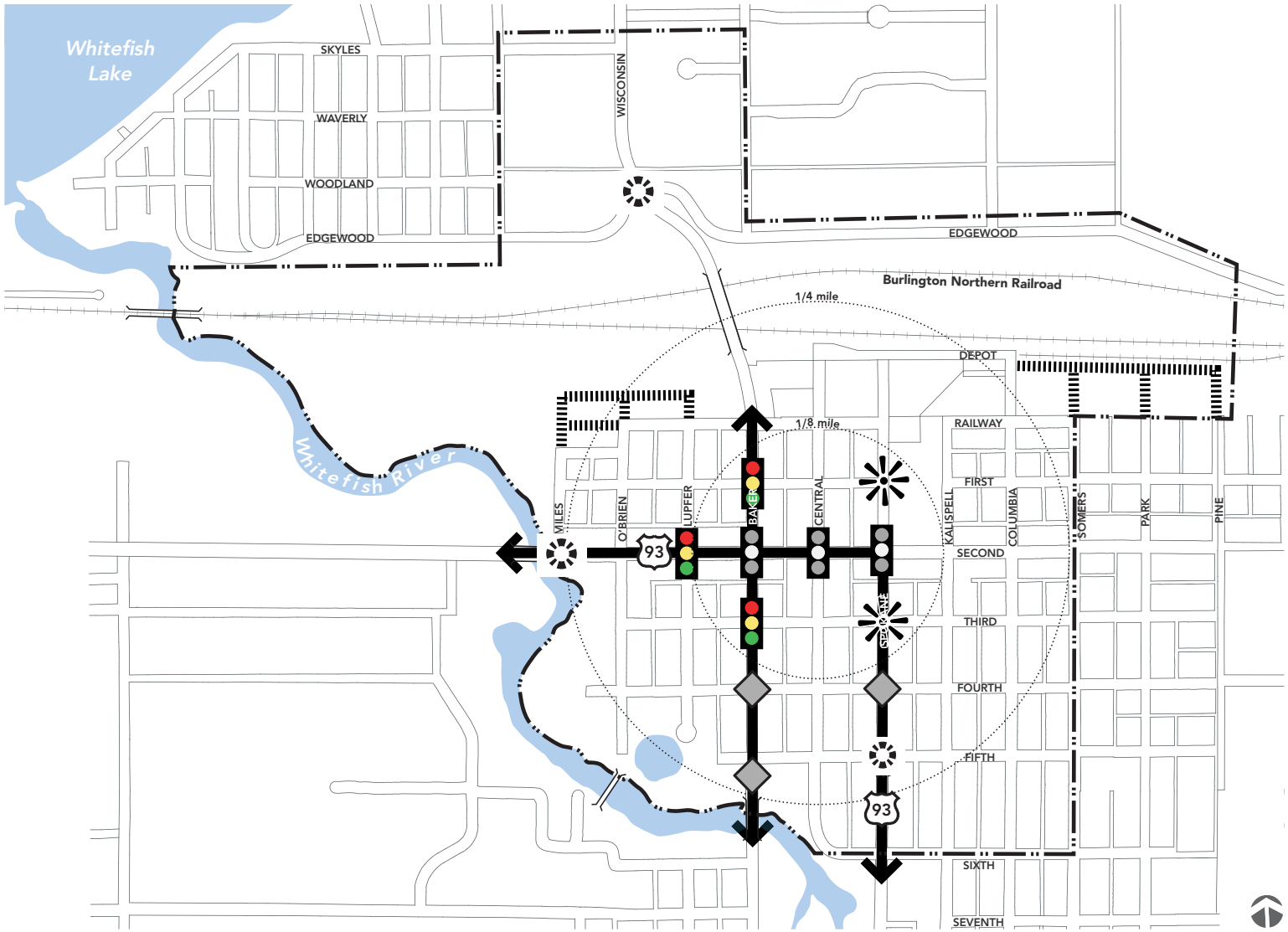
- Consideration for typical conditions rather than peak commuting hours. Additional signalization timing improvements or other innovative congestion management methods that maintain through traffic mobility at current levels should be encouraged
- Allowance for intersection signalization at First, Third and Baker and Second and Lupfer. The additional signalization will improve pedestrian access between the Railway District and Central Avenue retail destinations. Exceptions to typical highway signal 'warrant' thresholds may be necessary
- Street intersections designed for typical FedEx or similarly sized delivery vehicles that service business daily. Accommodate occasional large semi-trailer truck turning movements by laying down curbs at key intersections
- Maintained curbside parking wherever possible
- Reduced or maintained existing speed limits to 25 mph (maximum)
- Pedestrian activated signal or flashing beacons only at indicated busy intersections

New Streets

New local streets will be needed for residential development. New streets should be constructed concurrently with the development of new housing parcels. These streets should meet existing City local street standards at a minimum. Streets should include:

- Curbside parking
- Canopy street trees within a parkway between a sidewalk and curb line
- Pedestrian-scaled ornamental street lighting
- Underground utilities

Auto and Truck Elements



LEGEND

- Auto Mobility Street
- New Street
- Proposed Traffic Signal
- Existing Traffic Signal
- Existing and Planned Pedestrian Crossing Sign
- Planned Ped Activated Rapid Flashing Beacon
- Planned Flashing LED Pedestrian Signal

PEDESTRIAN

The Pedestrian Element identifies neighborhood to downtown access routes, existing improved pedestrian streets and additional streets targeted for streetscape improvements.

The Pedestrian is the Priority

Downtown Whitefish's visitor-driven economy is dependent on creating a pedestrian setting in which retail customers feel comfortable strolling from shop-to-shop, relaxing on comfortable benches or eating and drinking at café tables. The recent pedestrian-priority improvements include widened sidewalks, pedestrian-scaled street lights, landscaped curb extensions, 'tabled' intersections and well-defined intersection crosswalks. These improvements have created a welcoming environment that has enhanced Downtown character, livability and most importantly, has spurred increased retail activity. To maintain the economic momentum, and expand upon the past success, the Pedestrian Element identifies the full network of pedestrian improvements for the Downtown.

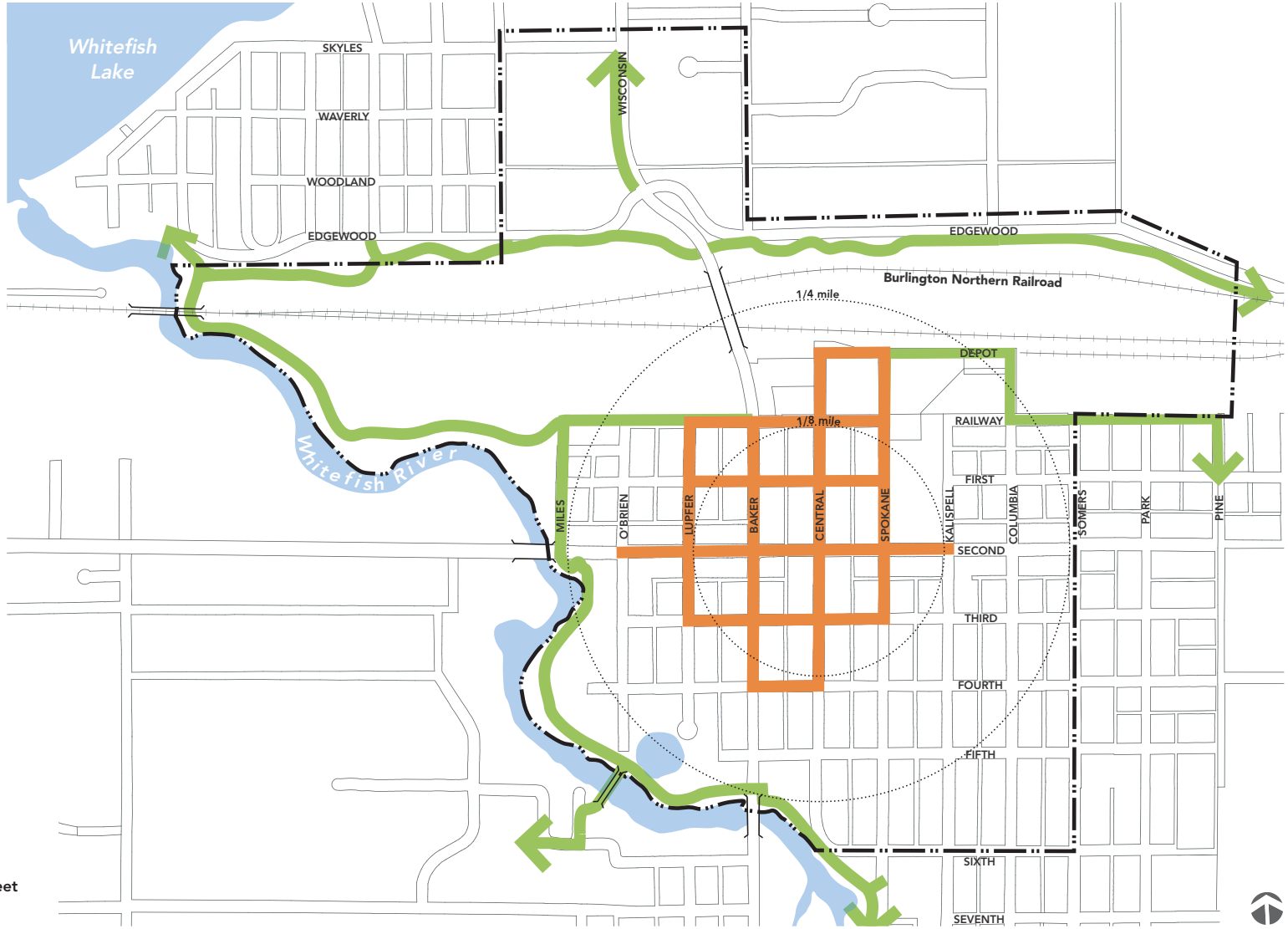
Pedestrian Emphasis Streets

The Pedestrian Element includes street segments where pedestrian-oriented improvements are needed to expand the retail offering on Central Avenue, link the Railway District to the Central Avenue corridor and provide an inviting setting for additional retail, commercial and housing development. A 'common thread' of similar Central Avenue sidewalk, intersection, lighting and landscape elements is recommended. 'Tabled' sidewalk-level intersections with concrete crosswalks should be provided at all intersections. Variations due to adjacent land use, building types, and physical setting should be considered in future design and construction phases. At a minimum, an 11-foot wide 'pedestrian zone' that includes a combination of wide sidewalks and landscaping should be provided for all identified street segments.

Multi-Use Trail

Connections to the neighborhoods, access to recreation areas and linkages to pedestrian emphasis streets are identified. The network includes existing, planned, and proposed new facilities. Proposed facilities should be a minimum of 12' in width to accommodate both pedestrian and bicycles comfortably.

Pedestrian Elements



LEGEND

- Pedestrian Emphasis Street
- Multi-Use Trail

BICYCLE

The Bicycle Element identifies safe, direct and convenient routes for daily transportation and recreation access for bicycles from adjacent neighborhoods and within the downtown.

The proposed protected bikeway has the potential to attract a large percentage of Whitefish residents and visitors who currently do not ride their bicycles because of auto conflict safety concerns. To attract these potential riders, the protected bikeway should be:

- Physically separated from auto traffic lanes by curbside parked vehicles, landscaping, a concrete curb or a combination of these elements
- Designed to provide safe cyclist crossings at intersections and driveways. Colored lane markings, special bicycle traffic signal phasing or other innovative approaches to creating safe bicycle intersection crossings should be considered
- Designed to minimize pedestrian conflicts on adjacent sidewalks, street corners, and crosswalks. In particular, no reduction in sidewalk area should result from the construction of the protected bikeway facility
- Well maintained. Bikeways should be swept or plowed frequently to keep debris, dirt, snow, and ice off cycling surfaces. The greatest deterrent to winter cycling is not cold weather; rather it is a slippery surface. A well-maintained network will extend cycling season well into winter months or, for more hardy cyclists, all year

When fully implemented, the benefits of a safe bicycle network can be significant. By transferring a reasonable portion of Downtown transportation trips from automobiles to bicycles, downtown auto congestion can be lessened and demand for limited parking facilities reduced.

Proposed Protected Bikeway

The Bicycle Element includes a north-south 'Protected Bikeway' route along Second Street, Spokane Avenue, Railway Street and Wisconsin Avenue. The route will need to accommodate at the following locations:

Spokane and Wisconsin–Bikeway should be implemented concurrently with any future Highway reconstruction projects initiated by the Montana Department of Highways. The design of the bike facilities should be coordinated with MDT to ensure that the bicycle facilities are constructed as envisioned.

Depot Park–The route should be incorporated within the park rather than within the right-of-way of Railway Street to preserve existing on-street parking along that segment. Adjustments to the adopted Depot Park Master Plan design may be required.

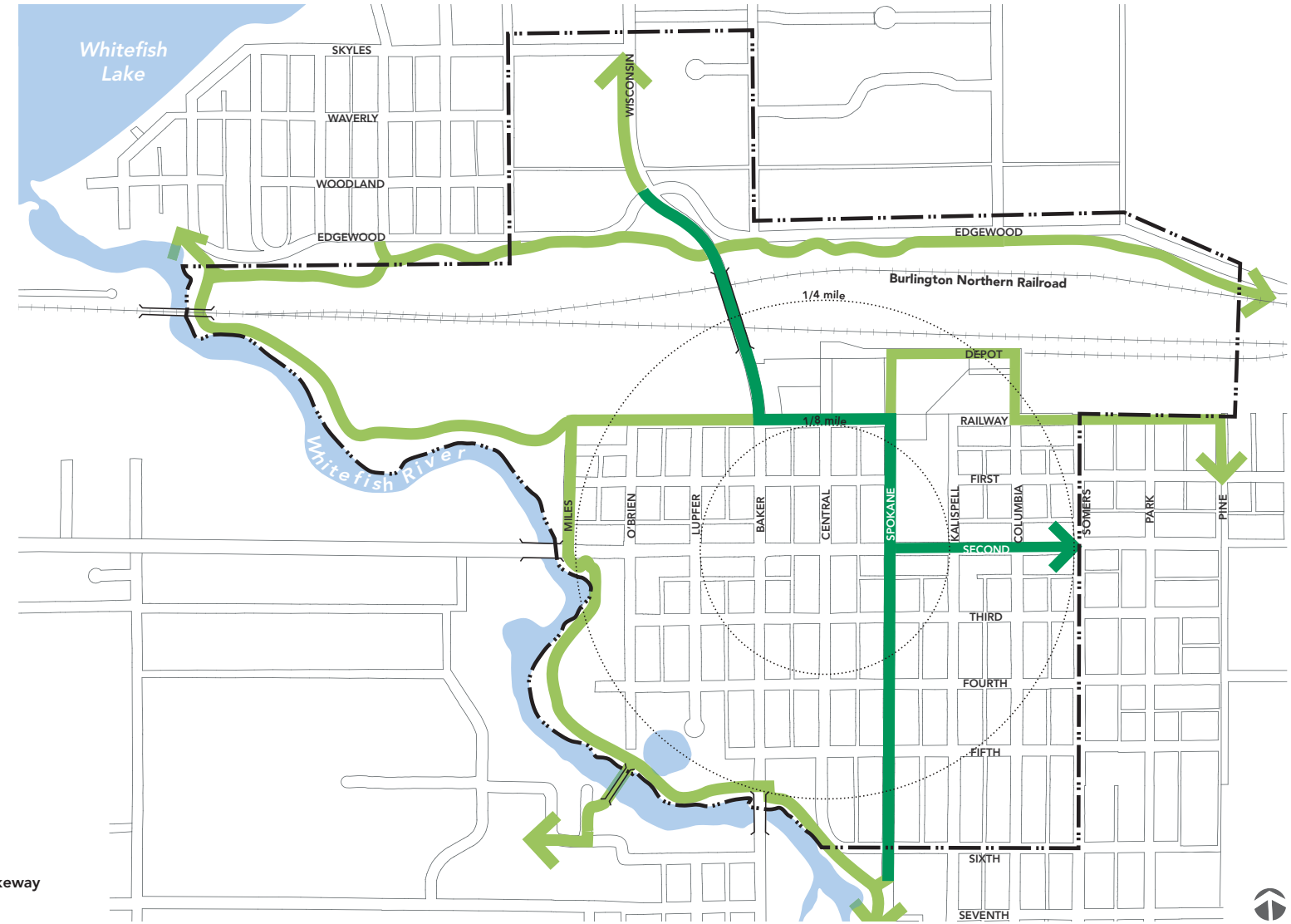
O'Shaughnessy Center–Along the north side of Railway Street, removal of curbside parking may necessary to accommodate the bicycle facility and to avoid conflicts with a planned public restroom.

Multi-Use Trail

East-west bike access into the Downtown is provided on existing planned and proposed multi-use trails. To avoid conflict with pedestrians, cyclists on these routes should:

- Yield to pedestrian traffic
- Be encouraged to ride at slow speeds. Where pathway width permits, cyclists and pedestrians should be separated by lane striping or a physical divider such as landscaping or a paved rumble strip

Bicycle Elements



LEGEND

- Proposed Protected Bikeway
- Multi-Use Trail

GATEWAYS

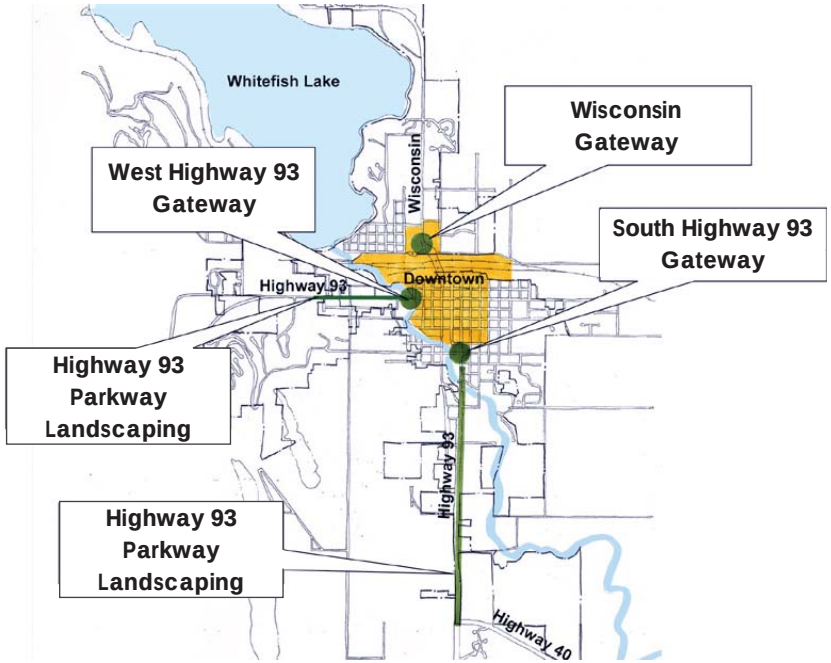
Special transition wayfinding elements that signal entry into the downtown should be provided.

'Downtown Thresholds'

To announce the entrance into Downtown Whitefish from the major transportation corridors, the following elements should be introduced at the west and south Highway 93 and Wisconsin Avenue entry points:

- 'Welcome to Downtown Whitefish' directional and information signing readable at-a-glance by moving pedestrians, motorists and cyclists alike; The signs should be constructed of high-quality, durable natural wood or metal materials and be consistently applied at all entries
- Distinctive parkway plantings of large conifer trees, native deciduous trees and shrub landscaping before and following the sign to signal a transition
- Backdrop ornamental trees, seasonal colorful flowers, grasses and evergreen landscaping
- Where necessary, evergreen landscape screening of unsightly adjacent uses
- Distinctive pole lighting and banners consistent with the downtown pedestrian street themes. Spot lighting of gateway sign and landscape elements should be considered
- Underground overhead cable and electric power lines in the vicinity of gateways

Gateway Diagram



LAND USE FRAMEWORK

OVERVIEW

The Land Use Framework provides a practical, proactive guide that outlines a long-term vision for development in downtown Whitefish. It is intended to attract new uses while maintaining and strengthening existing, desirable uses.

The framework is both realistic and achievable. It builds upon the recent new development and renovation and maximizes redevelopment opportunity sites throughout downtown.

Policy and Regulatory Plan Consistency

The framework does not in itself change the existing City-County comprehensive plan policies, the Whitefish zoning ordinance or other development regulations. Following Plan adoption:

- The Comprehensive Plan growth policies should be updated to be consistent with this document
- Zoning amendments or re-writes should be completed where existing zoning is not consistent with this vision. Throughout Downtown, existing uses should be 'grandfathered' to remain, be improved or sold and operated 'as-is' until renovated. Furthermore, existing private property shown for public uses such as a park would operate as-is until acquired by a public entity or transferred to public use by easement, dedication or other means

Mixed-Use Development

The Land Use Framework promotes a mix of uses, both vertically and horizontally. For example, buildings whose primary function is to provide housing or office uses may contain street-oriented retail or commercial uses on their ground floors.

The color shown on the Recommended Primary Land Use Framework indicates the predominate use. In some instances multiple use options are indicated by colored hash marks. Where multiple uses are indicated, a mix of uses is optional but not required with the exception of parcels where ground floor retail is identified.

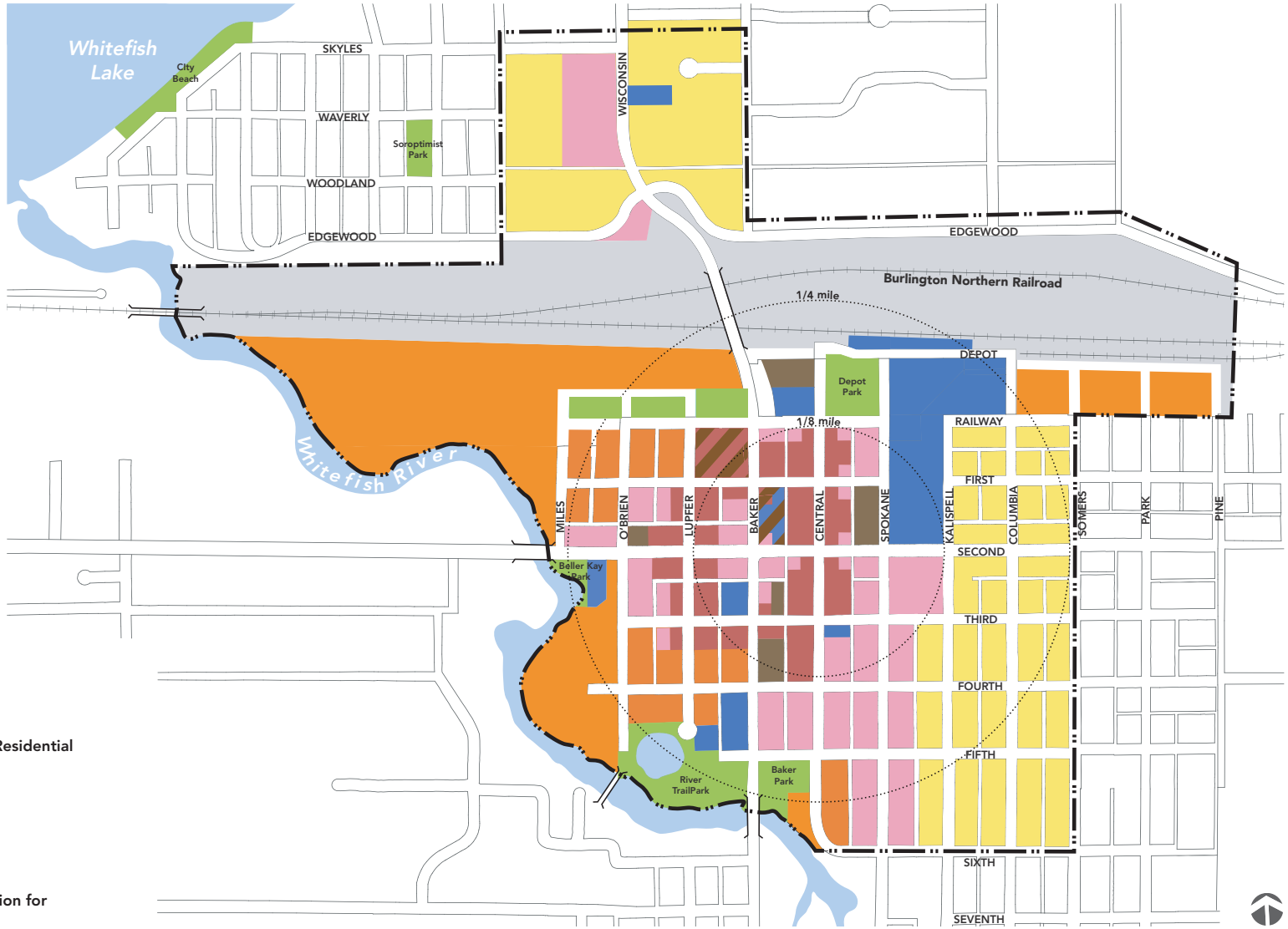
Mixed-Use Development Character

Throughout the Downtown, all development should be oriented to the pedestrian. Auto-oriented development that includes elements such as drive-through windows is not appropriate. New development should respect historic development forms and patterns by being compatible with existing or adjacent building scale, massing and materials. Sustainable practices for construction and habitation are encouraged.

Recommended Primary Land Use

The Recommended Primary Land Use Framework illustrates the preferred vision for long-term land use development of all parcels in the downtown. To understand where secondary, optional, or mixed land uses are envisioned refer to individual land use elements.

Recommended Primary Land Use Framework



Primary Use
LEGEND

- Retail
- Commercial
- Multi-Family (Attached) Residential
- Single Family Residential
- Civic
- Public Parking
- Parks
- Industrial

Hatch indicates more than one option for potential primary use

RETAIL

Successful retail is an indicator of a healthy downtown. Whitefish's primary retail street, Central Avenue, is vibrant and thriving. Storefronts along the corridor are mostly occupied and shopkeeper demand is present for additional retail storefronts. To meet this demand, the Retail Element identifies viable areas for expanding retail opportunities and incorporating existing retail shops into a 'retail loop' that extends the Central Avenue offering westward into the Railway District along First Street, Lupfer Avenue and Third Street.

The Retail Element includes sites that can accommodate both small scale retail establishments and potential larger floor plate single or multiple use retail development. An 'anchor' retail establishment is suggested at the intersection of First Street and Baker Avenue.

Implementation of the Plan will ensure that downtown Whitefish meets latent demand for local-serving uses such as an additional grocery store or pharmacy while strengthening existing visitor-oriented retailers.

Permitted Uses

Amendments to current permitted use regulations may be required to meet the vision. Permitted uses at ground floors of all indicated parcels should be limited to retail uses exclusively. Permitted retail uses are defined as and limited to:

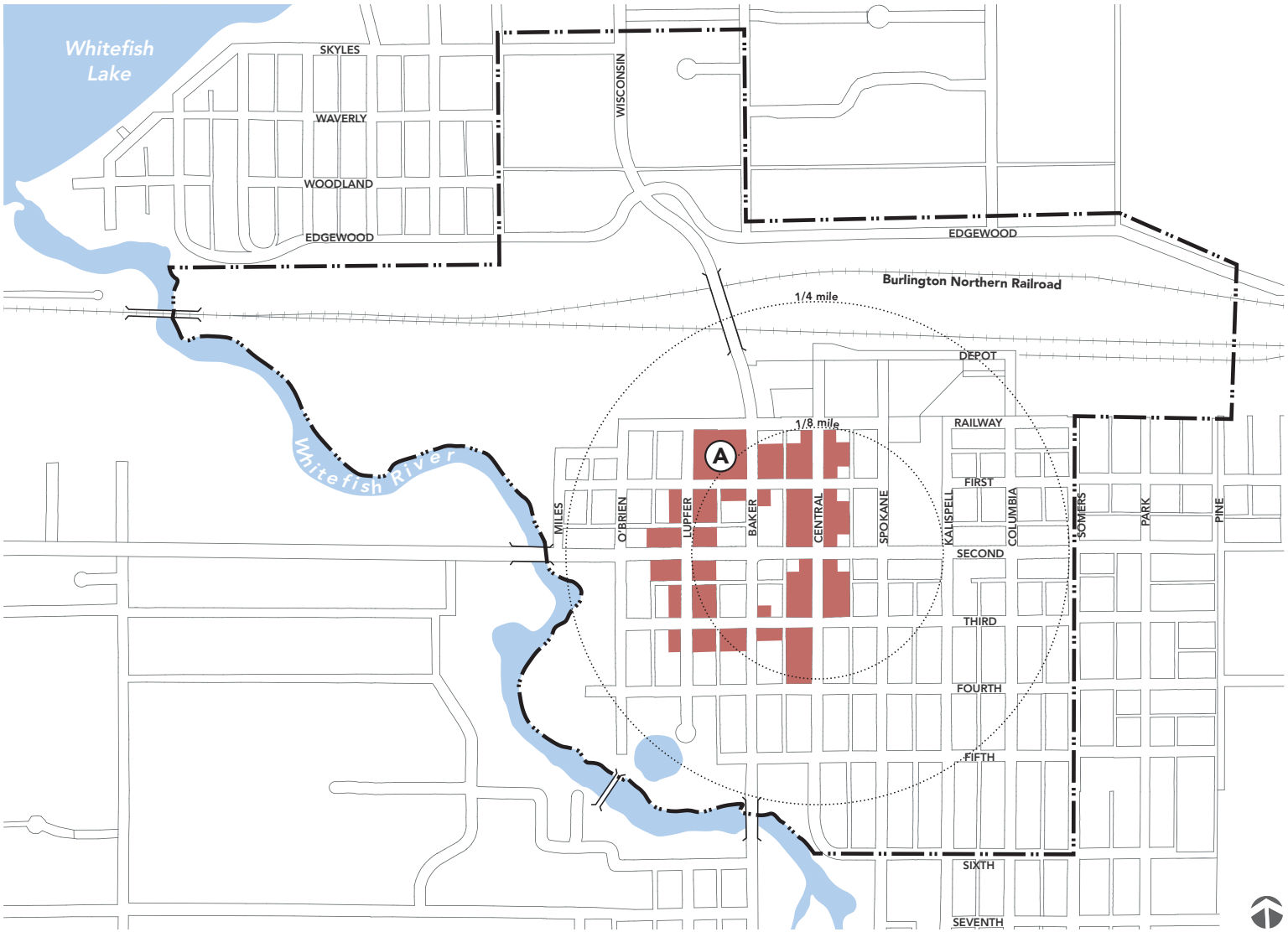
- Establishments that offer the sale of 'goods'- clothing, shoes, groceries, etc.
- Establishments that offer the sale of food and drink- restaurants, cafes, bars, etc.
- Establishments that offer the sale of entertainment- cinemas, night clubs, etc.

Development Standards

Amendments to current site development regulations may be required to meet the vision. Unique site conditions in the Railway District should be addressed. New or renovated retail shops should be:

- **Street-oriented–**storefront development should consist of continuous, edge-to-edge retail uses uninterrupted by parking lots, landscaping or other street frontage disruptions; Consideration for the unique existing residential-style retail buildings in the Railway District may be exempt from this requirement
- **Active–**Retail storefronts should foster 18-hour uses and promote an animated atmosphere by including highly transparent windows and doors; blank walls should be discouraged

Retail Elements



LEGEND

- Retail
- Ⓐ Retail Anchor

PUBLIC PARKING

To maintain Downtown business competitiveness with outlying Highway 93 commercial strip areas, providing adequate retail parking is the prime objective of the Parking Element. A downtown parking facility often serves as a Downtown's 'front door,' leaving either a lasting positive or negative impression on visitors and residents alike. It is simply good business practice to provide well-located, safe, and easy-to-use public parking that welcomes the shopper and supports other commercial, cultural, and government uses.

Parking in Downtown Whitefish is at or near capacity especially during the tourist season. To meet this demand, the Parking Element identifies strategic locations for downtown public parking structures and lots. Structures should be designed to include spaces for employees, visitors and those seeking government services.

The Parking Element identified sites that are consistent with the City of Whitefish's 2013 Parking Structure Feasibility and Concept Design Study recommendations.

Potential Public Parking Structures

Parking structures are expensive and due to their massive scale, have a potential to negatively impact the pedestrian environment and architectural character of the Downtown. With these concerns in mind, they must be sited and designed correctly. They should be located where they will be utilized most effectively by retail customers, on sites large enough to be constructed efficiently, and located where their form and scale can be either compatible with adjacent uses or be visually mitigated. The parking structure sites include:

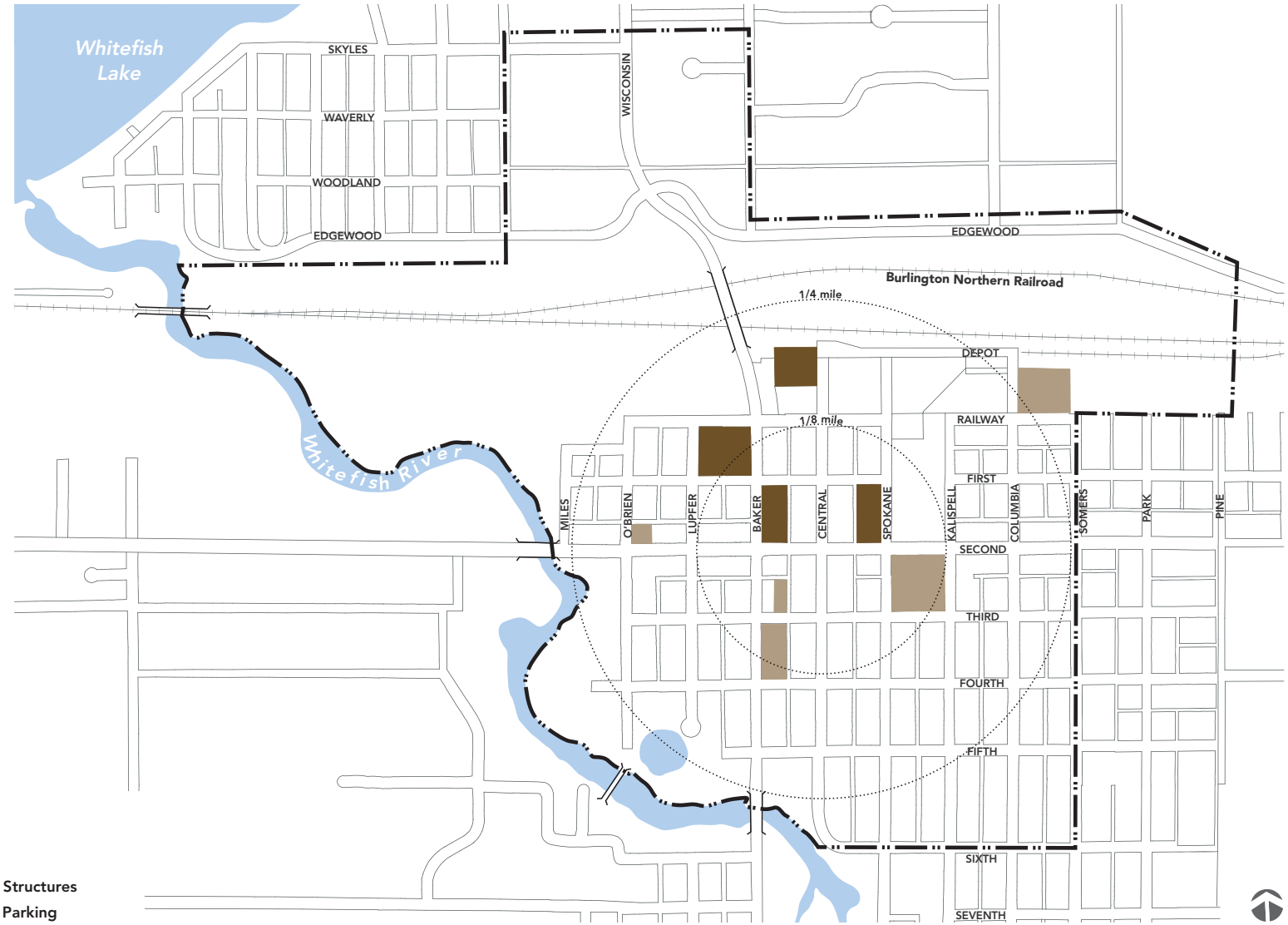
- **Second Street and Baker Avenue–**the structure should be constructed to include City Hall at the ground floor along Baker Avenue or along the southern end of the structure; A retail storefront should be provided at the intersection of Baker Avenue and First Street
- **Spokane Avenue and Second Street–** the structure should replace the current City Parking lot; Ground-floor commercial storefronts should be located along the Spokane Avenue frontage
- **The Railway District–** a parking structure should be constructed within the full block surrounded by First and Railway Streets and Baker and Lupfer Avenues. A retail anchor or other uses at the ground floor and/or over the structure is recommended for this site
- **BNSF Depot Site–**provides a parking reserve for a combination of uses including, retail establishments, the O'Shaughnessy Center, Depot Park, and downtown employees

Potential Public Parking Lots

Parking lots provide additional parking where there is a lower retail parking demand that can be met by a lot rather than a structure. A secondary function is to provide dedicated employee parking facilities in outlying areas. All parking lots should be constructed with adequate landscape screening from streets and sidewalks. The parking lot locations include:

- **City Parking Replacement–**Two optional sites include: 1) along the alley between Central and Baker Avenues and Second and Third Streets, the lot would serve retail uses impacted by the redevelopment of the current municipal lot. Removal and redevelopment of the current lot should only occur after the construction of this facility and adequate replacement of warehousing buildings for the hardware store or other uses impacted by its construction. 2) The half block along the east side of Baker Avenue between Third and Fourth Streets. Implementation would require acquisition of Third Street fronting commercial sites
- **Snow Storage Lot–**parking during summer seasons for school and downtown activities
- **O'Brien Lot–**parking serving retail and commercial uses in the Railway District
- **Block 46–**large reserve for employee parking and school event parking. Should this be redeveloped, parking at this site may be within a structure and may have limited public use

Parking Elements



LEGEND

- Potential Public Parking Structures
- Potential Public Surface Parking

CIVIC

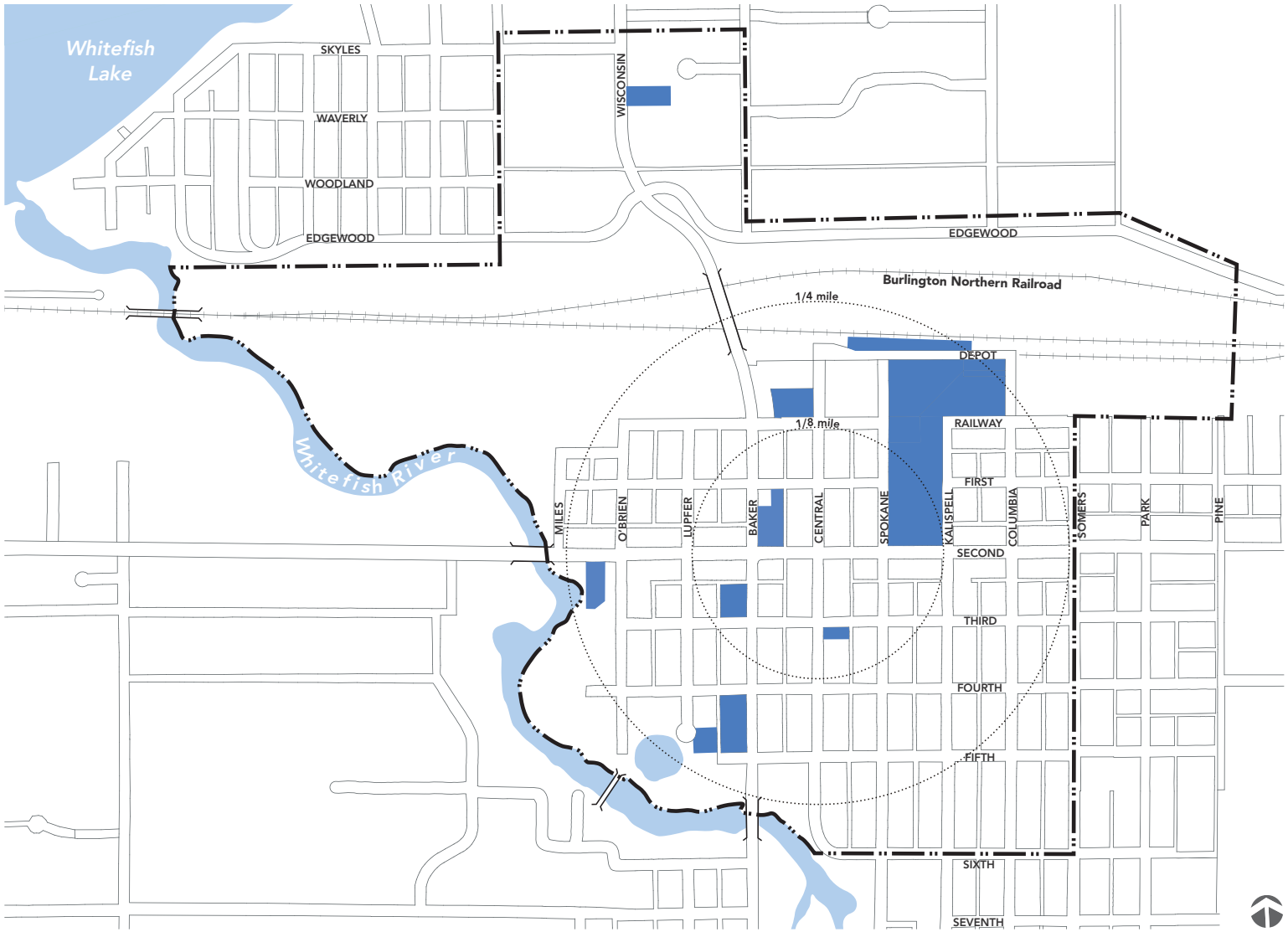
Locations for government services, school, visual and performance arts facilities, and places of worship are identified. The Plan envisions that civic, institutional, or cultural uses will be a permanent part of Downtown thereby signaling to the community that Downtown is both the City's economic center and the community's destination for civic assembly.

An economic benefit of providing these community services in the downtown is that civic use employees, clients and visitors are potential customers for downtown businesses.

City Hall—The City of Whitefish's 2013 Parking Structure Feasibility and Concept Design Study includes recommendations for the construction of a new City Hall as part of the Second and Baker parking structure site. The Civic Element is supportive of the Parking Study recommendations.

City Hall Baker Street Elevation Options (From Feasibility Study)

Civic Elements



COMMERCIAL

Recent development within the Railway District and along the Spokane Avenue corridor has included a mix of service and office uses. The Commercial Element envisions additional similar development throughout the downtown as a complementary use to the Retail and Civic Elements.

Permitted Uses

Amendments to current permitted use regulations may be required to meet this vision. Permitted uses at ground floors and upper floors of all indicated parcels should foster business activities. Permitted commercial uses are defined as and limited to:

- Establishments that offer the sale of 'services'- Dry cleaners, banks, insurance agencies, yoga studios, child day-care centers, etc.
- Businesses that offer employment- professional offices, medical clinics, etc.
- Establishments that offer the sale of 'goods'- clothing, shoes, groceries, etc.

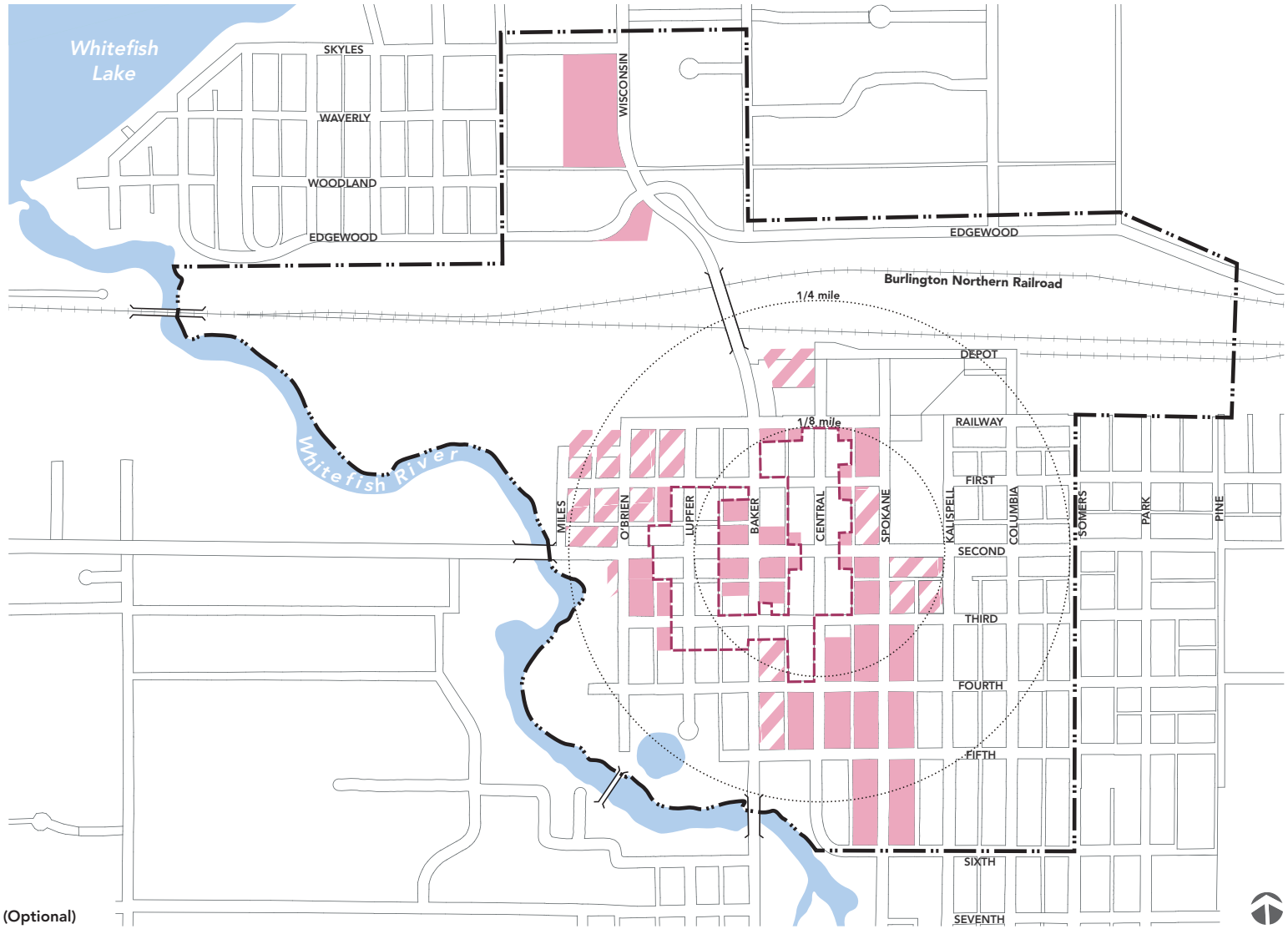
Development Standards

Amendments to current site development regulations may be required to meet the vision. Currently, many of the existing commercial uses are auto-oriented, which conflicts with the long term desire to create a pedestrian-friendly downtown.

Pedestrian-friendly—New development standards should be developed to prohibit or limit auto-oriented design elements along pedestrian priority street frontages. Exempt from this pedestrian-friendly orientation requirement may be parcels with unique existing site conditions or existing buildings where redevelopment may be economically infeasible. Where these conditions exist, auto-oriented uses should be buffered by landscaping, low walls, earthen berms or other means to mitigate their impact.

Active—Where commercial uses occur at ground floors of buildings, business shopfronts should foster an animated pedestrian environment by including transparent openings (windows and doors) to lobbies and other public accessible areas of the businesses; blank walls should be discouraged. Where privacy is necessary, window and door coverings, or blinds are suggested.

Commercial Elements



LEGEND

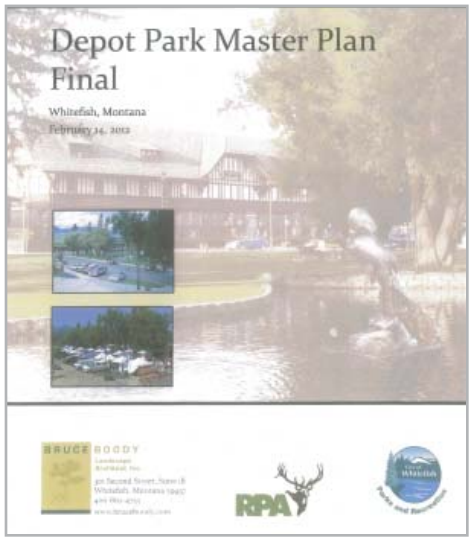
- Commercial
- Commercial (Optional)
- Commercial Upper-Floor (Optional)

PARKS

Downtown will be more vibrant and beautiful when it consists of a variety of active and passive open spaces. Currently there are limited green space opportunities to kick a ball with a child, quietly sit in a park setting with a loved one or actively participate in holiday activities set in an urban plaza. To attract new development and improve the quality of life for existing residents, employees and visitors, it is essential to construct new parks within the downtown, improve existing green spaces and link these areas to recreation attractions outside of the Downtown such as the Whitefish Lake.

Enhanced Depot Park

Improvements to the existing park space should be constructed as described in the adopted Depot Park Master Plan. However, consideration should be given to providing a permanent multi-use, all-weather paved surface (approximately 20,000 square feet) at the southwest corner of the park. Located strategically at the crossroads of the existing Central Avenue retail corridor and proposed new retail corridor that stretches westward into the Railway District along Railway Street, this space would serve as a hub for annual programmed uses such farmers markets and art-and-craft fairs that currently use streets, parking lots and sidewalk areas. For larger events, spill-over areas would include green areas of the park along with adjacent streets and parking lots. Design refinement of the Park Master Plan should include inclusion of all necessary utilities for programmed events.



New Railway District Park Space

Currently, the Railway District is lacking in a green area for recreation activities. A series of new green 'park blocks' are envisioned north of Railway Street within the boundary of the BNSF rail yard. The new park space:

- Would need to be acquired by the City through direct purchase from BNSF or as part of a joint development with a future housing development that may occur adjacent to the parks.
- May require assessment and mitigation of possible environmental contaminants of the site.
- Should include lawn areas appropriate for informal recreation activities and playground structures. A small covered area and public restrooms should be considered for these parks.
- Should route recreation trail facilities through these park open spaces.

Parks Elements

LEGEND

- Potential Park
- Existing Parks

LODGING

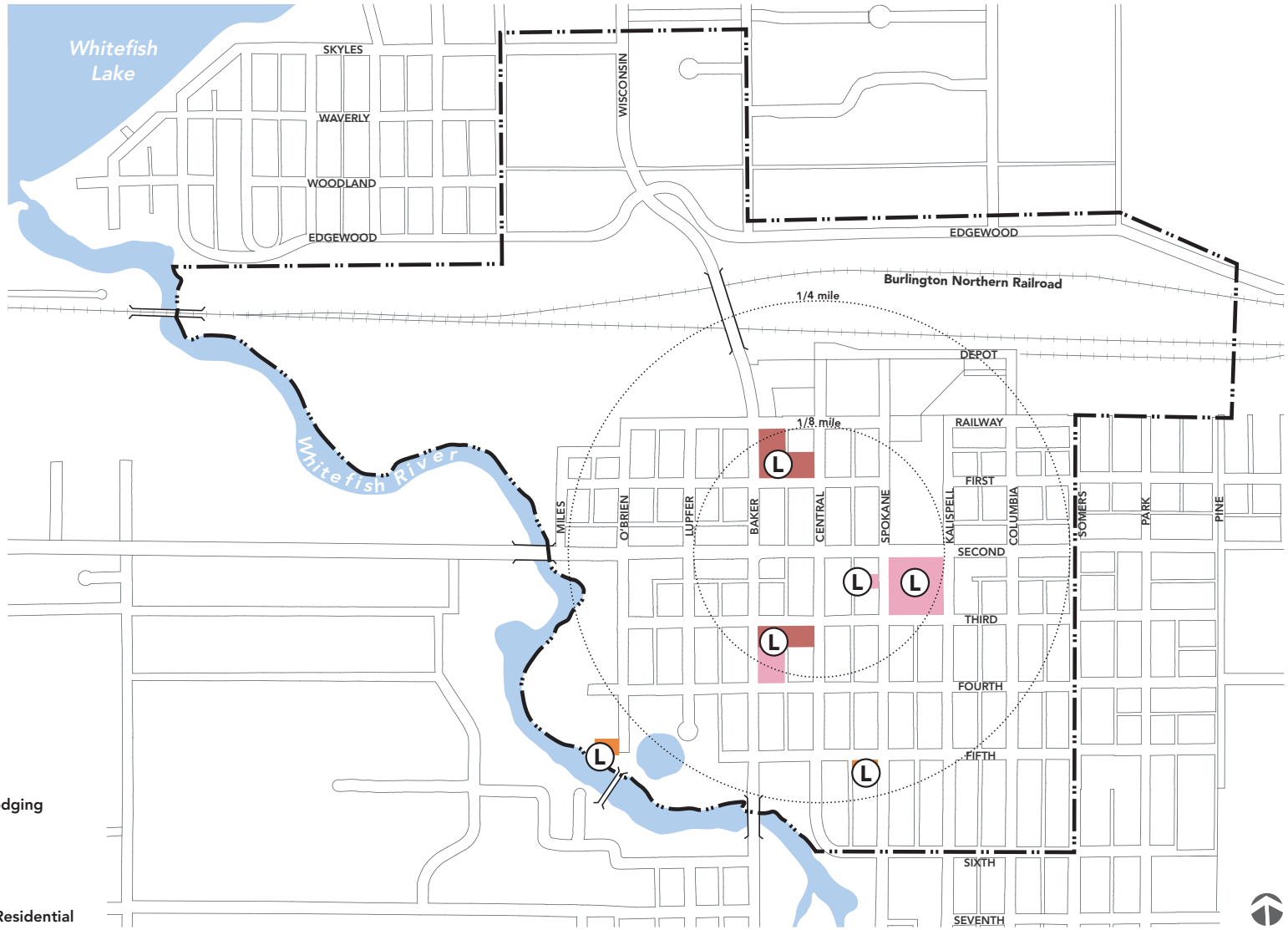
Whitefish has a strong tourist economy and thousands of visitors spend numerous nights in hotels and bed-and-breakfast establishments surrounding the downtown. The lodging element offers sites for urban lodging experiences within the retail and commercial core for those who desire easy access to shopping, civic activities, or businesses rather than a bucolic rural or highway commercial corridor experience.

Lodging Characteristics

Sites identified can accommodate a variety of lodging types ranging from boutique hotels to extended-stay time shares. New lodging should:

- Be designed to be in scale and character with surrounding architecture
- Consider surrounding uses as part of the visitor experience, especially existing night life activities that can be viewed as either a benefit or detraction depending on the lodging type
- Offer street-oriented lobbies and restaurants where applicable.
- Not impact the supply of retail and commercial parking. New lodging establishments should include some parking on-site for services and guests. Valet-serviced parking may be offered off-site
- Not include auto-oriented characteristics such as lobby-serving auto pull-out driveways or motel-styled porte-cochere covered driveways along pedestrian priority streets

Lodging Elements



LEGEND

L Potential and Existing Lodging

Colors Indicate Primary Land Use

- Retail
- Commercial
- Multi-Family (Attached) Residential

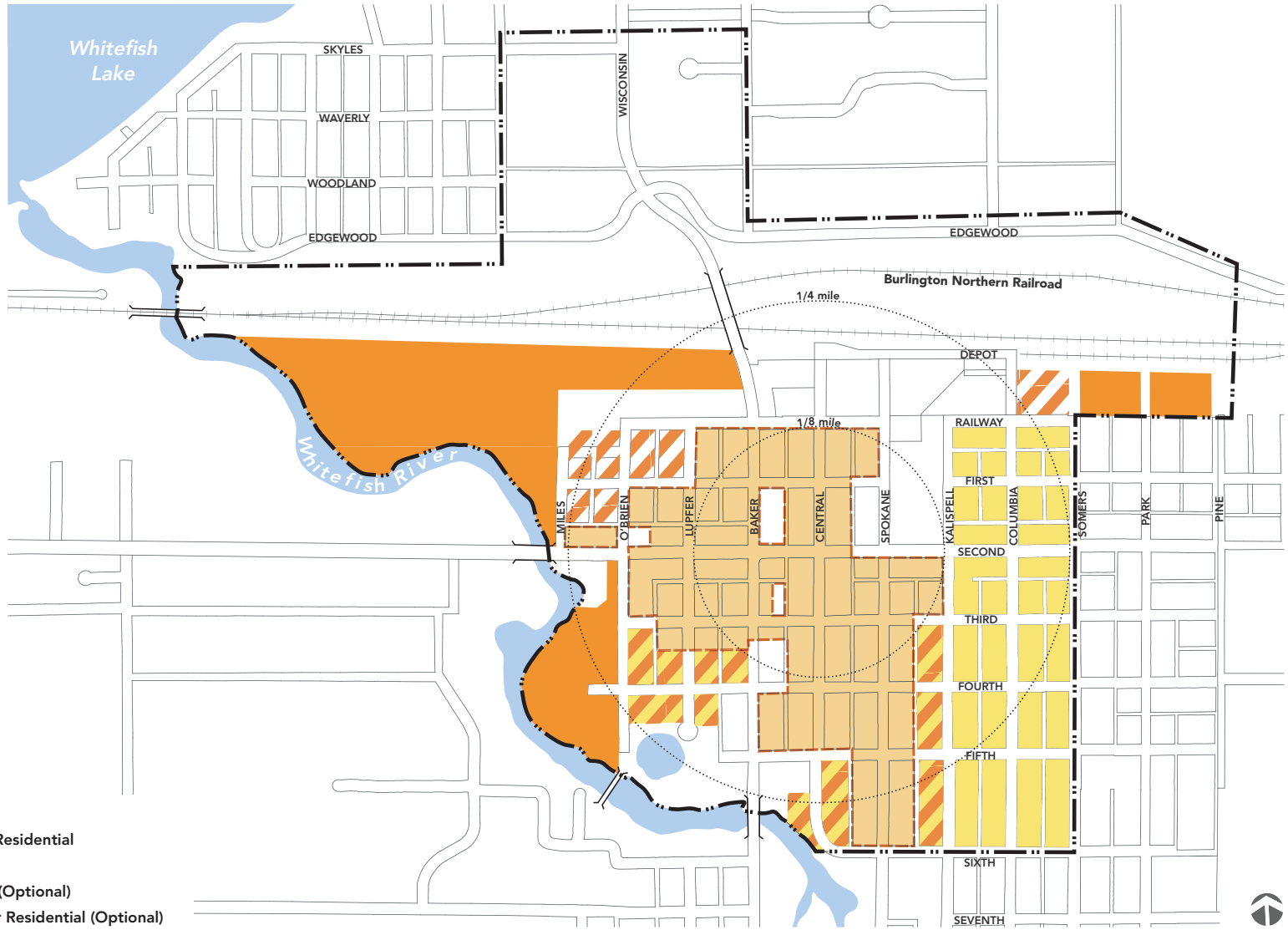
RESIDENTIAL

Downtown housing is an essential component to a healthy downtown and there is considerable growing demand for urban housing in Whitefish. Housing provides a pool of residents that help support downtown businesses and help animate and increase safety of the downtown environment by providing a 24-hour presence. Furthermore, downtown residents can access jobs, retail establishments and services by foot or bicycle thereby lessening auto congestion and reducing the parking demand.

The Residential Element envisions:

- Attached multi-family apartments, condominiums, duplexes or townhouses where high density housing is indicated
- Single family detached housing appropriate only where identified
- Multi-Family residential is optional over new or renovated retail, commercial or structured parking development, where identified
- Multi-Family residential is optional where hatching is identified
- Buildings constructed to a maximum height of three stories
- Pedestrian-friendly design. Residential development surrounded by suburban-styled parking lots or townhomes with street-oriented garage doors should be prohibited
- Providing a range of housing opportunities for a variety of incomes and ages
- Providing both for-rent apartments and for-sale options
- Fostering development of housing that is oriented toward families by providing larger units with two or more bedrooms
- Adequate parking. All new development should provide at least one space per unit on-site parking. Where this is not physically possible, off-site parking for residents should be identified

Residential Elements



LEGEND

- Multi-Family (Attached) Residential
- Single Family Residential
- Multi-Family Residential (Optional)
- Multi-Family Upper-Floor Residential (Optional)

IMPLEMENTATION FRAMEWORK

NEXT STEPS

Three steps are necessary to transform the Whitefish Downtown Business District Master Plan from an aspiration to a development reality: 1) Adoption and distribution of the Plan; 2) Regulatory updates; and 3) Construction of High Priority Projects.

Adoption and Distribution of the Plan

A widespread understanding and agreement of the concepts and implementing strategies of the Plan is necessary. The plan must be:

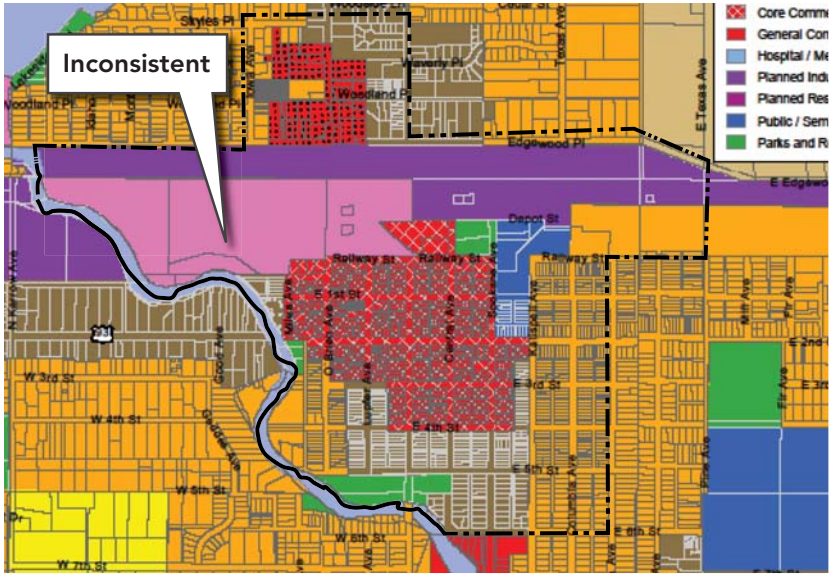
- **Formally Adopted–**Approval by elected officials ensures that the Plan is recognized as the official 'road map' for future development. Adoption ensures that the Plan is considered in all future land use, transportation and economic development planning efforts. In particular, adoption of the plan provides a formal directive for regulatory updates and expenditure of City financial resources for revitalization projects in the downtown study area.
- **Wide Plan Distribution–**The Plan should be available online and in print. The plan should serve as a 'marketing tool' for those who are interested in seeking new investors in the downtown. It should be easily available to elected officials, city staff, the general public, the Heart of Whitefish, developers, builders and their design consultants.

Policy and Regulatory Updates

The Downtown Master Plan Update framework elements generally comply with existing policies and regulations. However, where inconsistencies exist, updates should be made to existing City documents. These updates should address:

- Existing zoning including permitted uses and development standards. Regulatory changes should apply to all new or redevelopment projects. Where current uses are inconsistent with the future vision, 'Grandfather' existing uses to allow current uses to remain until renovated.
- Building and site development standards that emphasize compatibility with existing historic design characteristics and a pedestrian orientation. Creation of new discretionary review design guidelines to supplement regulations should be developed.
- If required, an amendment to the Parks Master Plan should be made to allow Depot Park adjustments.

The City of Whitefish staff will be responsible for carrying out any relevant changes to policies and regulations.



Policy Updates– Growth Policy Land Uses

Elements of the existing Whitefish City-County Growth Policy that are inconsistent with the Framework Elements include:

- Designation of the former Whitefish Landing to 'Urban' from 'Resort Residential'

Regulatory Updates– Zoning Ordinance

Existing Zoning Ordinance Districts that are inconsistent with the Framework Elements include:

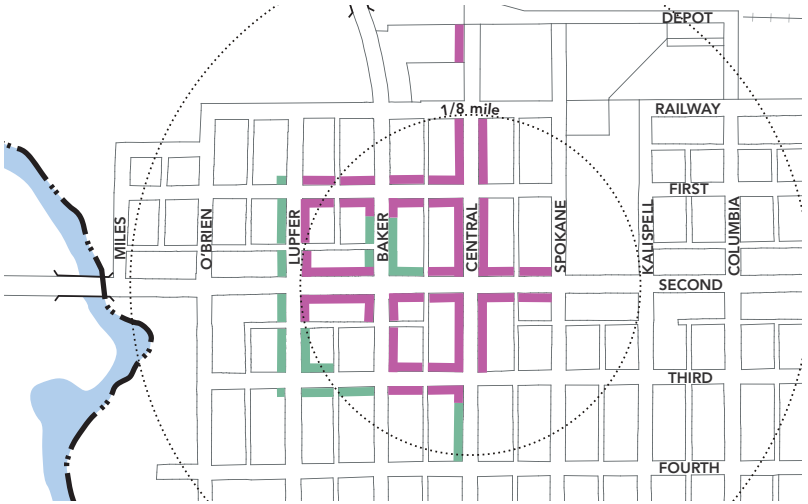
- WI (Industrial and Warehousing District) north of Railway Avenue west of Viaduct and east of Columbia Avenue

Regulatory Updates– Permitted Use

Required Ground-Floor Retail

Amendments to current permitted use regulations may be required to meet the Master Plan vision. Permitted uses at ground floors of all indicated parcel frontages (20 foot minimum depth) should be limited to retail uses exclusively. Permitted retail uses are defined as and limited to:

- Establishments that offer the sale of 'goods'- clothing, shoes, groceries, etc.
- Establishments that offer the sale of food and drink- restaurants, cafes, bars, etc.
- Establishments that offer the sale of entertainment- cinemas, night clubs, etc



Regulatory Updates– Development Standards

Required Build to Lines

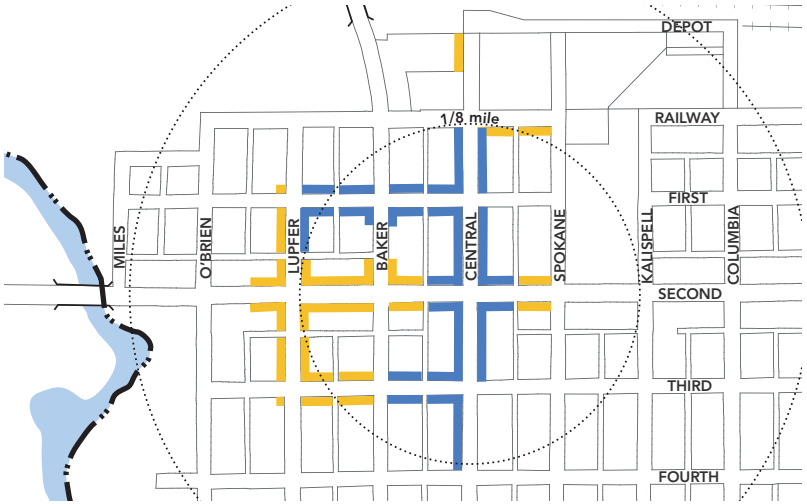
Amendments to current site and building development standards may be required to meet the Master Plan vision.

Building siting, and massing as indicated in pink frontages should:

- Require built to fronting property lines (zero setback)
- Permit setback exceptions for windows and walls that are recessed up to eighteen inches from the property line to accommodate columns or other architectural elements

Building sitting, and massing as indicated in green frontages should:

- Permit setbacks up to 15 feet (maximum) from property lines
- Not permit loading or service areas between the building and property line



Regulatory Updates– Development Standards

Required Active Edges

Amendments to current site and building development standards may be required to meet the Master Plan vision.

Building siting and massing as indicated in blue frontages should:

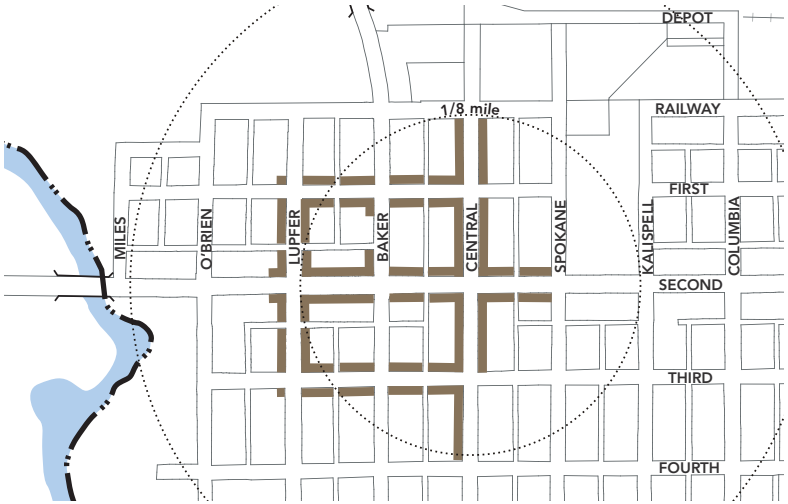
- Require a minimum of 70% transparent glass along ground-floor facades—as measured horizontally 5 ft. above the sidewalk

Building siting, and massing as indicated in yellow frontages should:

- Require a minimum of 50% transparent glass along ground-floor facades—as measured horizontally 5 ft. above the first finished-floor height

For both frontage conditions:

- Frosted, tinted, reflective glass or other types of glass that diminish transparency should not be permitted
- Require primary ground-floor entries that are oriented to the public right-of-way



Regulatory Updates– Development Standards

Required Parking Access Restricted Frontages

Amendments to current site and building development standards may be required to meet the Master Plan vision.

For frontages identified in brown (with the exception of public parking structures) do not permit access curb cuts to off-street parking, service bays, drive-through windows, or drop-off and loading zones.

Projects– High Priority

Strategic public investments are identified to stimulate private investment or meet critical public facility needs.

1) City Hall and Second and Baker Parking Structure—The design should be consistent with the 2013 Parking Structure Feasibility Study and City Hall Concept Design recommendations.

2) Spokane and Second Parking Structure—The structure should meet the parking needs of retail uses by replacing the current city parking lot with a multi-level parking garage. It should also provide ground floor commercial storefronts along the Spokane Avenue and E. First Street frontages.

3) Baker Avenue Streetscape and Roadway Improvements—Located between Railway and Second Street, the improvements should enhance the pedestrian environment while maintaining acceptable auto and truck mobility. It should create a welcoming environment for the proposed City Hall, retail and commercial ground floor uses. The Second and Baker intersection should be designed and constructed first and foremost as a safe and comfortable connection to the Railway District for pedestrians.

4) Depot Park—The park, as described in the adopted Depot Park Master Plan, should be implemented with possible refinements to include a plaza multi-purpose paved area (approximately 20,000 square feet) at the southwest corner of the open space.

Projects– Priority

These projects should be initiated only after the completion of or concurrently with the High Priority Projects:

A) Railway District Pedestrian Priority Street Improvements—Design and construction of Railway District Street Improvements along First, Lupfer, Second, Third ,and Baker streets should be consistent with the existing Central Avenue streetscape character. Consideration of unique conditions and uses within the Railway District should be taken.

B) Central Avenue Pedestrian Priority Street Improvements—Design and construction of Central Avenue north of Railway and south of Third to the Fourth Street intersection should be consistent with the existing street design. However, consideration of non-retail land uses, unique adjacent site conditions, and a lack of a covered walkways in these areas may warrant design adjustments.

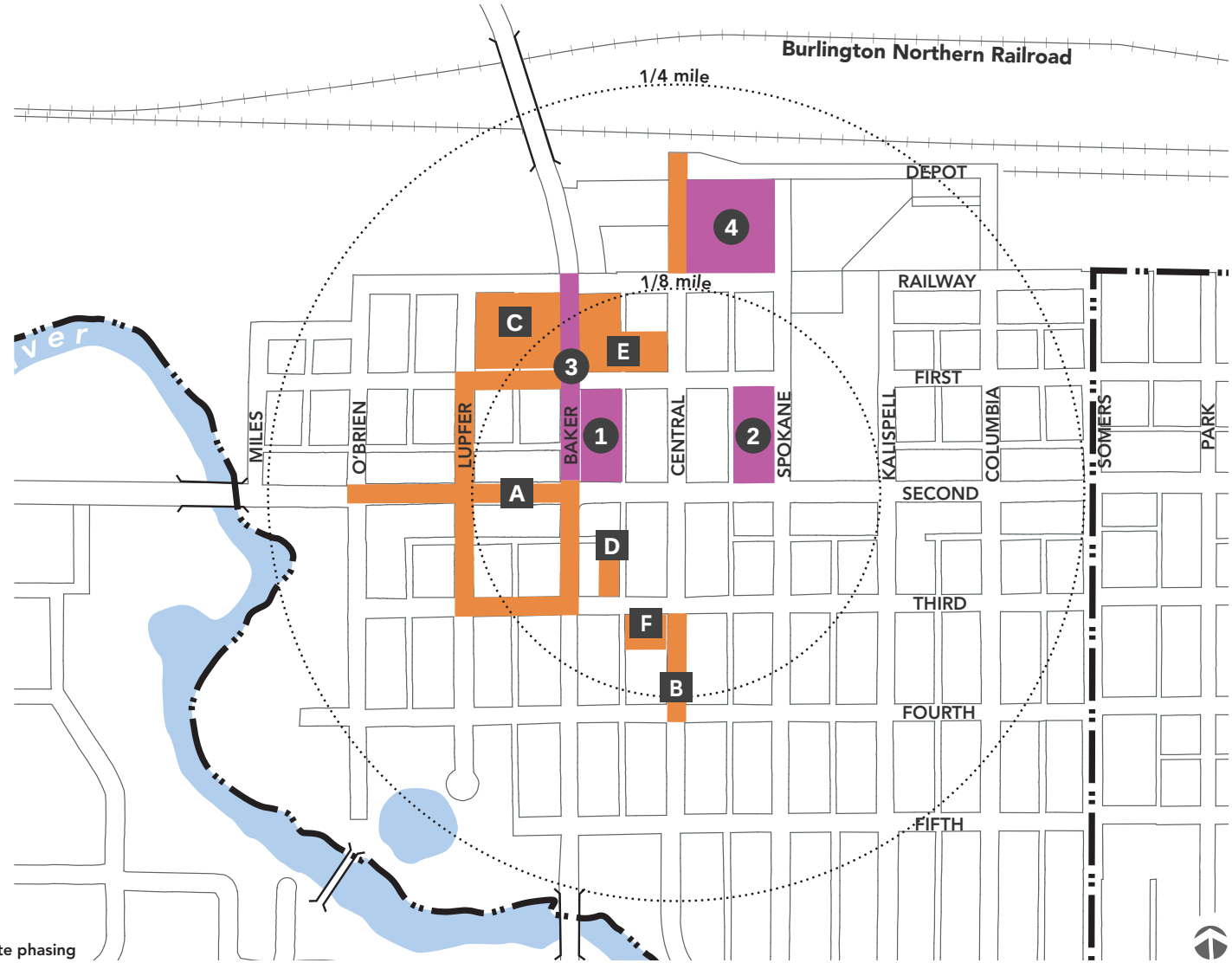
C) Railway District Anchor Site—Develop a design concept and construct a local-serving large floor plate retail use. Consider a mixed-use development that includes a parking structure that serves the Railway District with high-density residential uses.

D) Retail Replacement Parking—Acquire parcel, design and construct an alley accessed parking lot to replace the current City parking lot at the intersection of Third and Central.

E) Lodging Mixed-Use Development—Joint development or acquire, design and construct a hotel and retail development at an 'L' shaped site north of First Street.

F) Retail Anchor Site Development—Replace the current City parking lot at Third Street and Central Avenue with a retail use. Consider additional commercial, office or lodging uses on upper floors only.

Projects Diagram



LEGEND

- High Priority Projects
- Priority Projects

Note: Numbering does not indicate phasing

CNBC.com

These next two articles are things that I recently saw or were sent to me. They might be of relevance to the Downtown Master Plan concepts. Chuck Stearns, City Manager

Ditch the car? Dying suburbs revived by walking

DEATH OF THE SUBURBS, RE-URBANIZATION OF AMERICA, REAL ESTATE, HOUSING, SPECIAL REPORTS, MEGATRENDS, US: NEWS, ENERGY, TECHNOLOGY, REAL ESTATE, ATLANTA, GEORGIA, COLORADO, DENVER, BUSINESS NEWS

By: Maggie Overfelt, Special to CNBC.com

CNBC.com | Wednesday, 9 Oct 2013 | 8:47 AM ET

A decade ago, the small town of Woodstock, Ga., began taking action against an ugly force threatening its very core: suburban sprawl, whose serpentine streets and isolating cookie-cutter homes were squeezing the edges of its historic—but outdated and quiet—downtown district.

"We didn't want that type of development," said Brian Stockton, director of Woodstock's office of economic development.

Roughly 30 miles northwest of Atlanta with a population of about 25,000, Woodstock won a planning grant in 2002 to redesign its city center, with which it eventually designated more than 30 acres of surrounding land to the building of 300 housing units, 80,000 square feet of commercial space and a series of open parks. Additional development followed a few years later.

Woodstock's friendliness to walkers, which the city says has contributed to a 17 percent growth in downtown property values over the past five years, may not be the most exciting bit of its renovation—a rooftop bar and open-air concert series lure tourists and college students from miles away.

But it does represent what a growing number of city planners, architects and futurists tout as a big piece of what can help revitalize America's dying towns in an age where the country's two largest living generations are abandoning the suburbs for urbanized city centers. It's the New Urbanism, a sustainable design movement promoting communities with a range of housing and jobs.

(*Read more*: 'End of suburbia' may nearly be upon us: Sam Zell)

At the heart of Woodstock's plan: a focus on making things safer and comfortable for pedestrians, which included the easing of car congestion on Main Street with two new parallel streets, the narrowing of travel lanes, and the creation of more parking, landscaping and "bulb outs"—which cut the distance needed to cross streets on foot by 20 feet.

"Walkability plays a big part in an area's economic vibrancy," said Scott Bricker, executive director of America Walks, a national nonprofit that fosters walkable communities. "The most valuable real estate around the world is in walkable places, places where people are living and working in closer proximity."

Flush with a high density of mixed-use space—a blend of commercial workspaces, retail, housing and parks—crowded, popular neighborhoods in cities like Boston, Chicago, New York and San Francisco serve as the best examples of how economic prosperity and walkability intersect. These places have high Walk Scores, an algorithm popular with real estate agents that calculates the number and proximity of amenities—including stores, restaurants, schools and offices—to any address.

(*Read more*: The American invention India really craves—suburbs)

Researchers have found that areas with high Walk Scores fare better environmentally (less use of cars), socially (better chances of connecting with someone face to face) and economically. A recent study published in Real Estate Economics found that in neighborhoods with greater walkability, the resale value of both residential and commercial properties is higher. And according to a 2009 report commissioned by CEOs for Cities, "a one-point increase in Walk Score was associated with an increase in value ranging from $700 to $3,000 depending on the market."

"There's a strong preference for being in a neighborhood where people can walk to shops, restaurants,

parks," said Joe Molinaro, managing director of community and public affairs at the National Association of Realtors, which found that two-thirds of respondents in its 2011 Consumer Preference Survey said that walkability was an important factor when deciding where to live. "We asked people for tradeoffs—comparing different things they might have to give up to get that—and more and more are willing to make a sacrifice to be in a walkable neighborhood."

That's bad news for struggling small towns and the car-dependent swaths of cul-de-sacs and McMansions. A huge percentage of Americans, the baby boomers and their children, don't want to live there anymore. Studies say some 77 percent of millennials want to live in urban areas. And for baby boomers, "isolation is finally hitting home," said Todd Zimmerman, a managing director at Zimmerman/Volk Associates, a market analysis firm in Clinton, N.J., that helps clients gauge the feasibility of sustainable development plans.

(*Read more*: How ugly polluting buses can help future cities)

But given that demand for walkable communities far outpaces supply, advocates say that by deploying pedestrian-friendly elements, suburban towns can reinvent themselves after being decimated by the housing crash and recession.

"We've spent the past 60 years building the post-World War II suburbs," said Ellen Dunham-Jones, a professor of architecture and urban design at Georgia Tech and author of "Retrofitting Suburbia: Urban Design Solutions for Redesigning Suburbs." "I think the big design and development project for the next 50 to 60 years will be retrofitting them."

For Lakewood, Colo., an auto-oriented bedroom community six miles west of Denver's downtown, retrofitting meant tearing down its ailing, 35-year old mall in 2002 and building the main street and town square it never had.

In place of the 1.4-million-square-foot Villa Italia Mall, the Belmar Project has added 22 walkable blocks of urbanized amenities: more than 80 stores and 888,000 square feet of retail space, 248,250 square feet of offices, 833 housing units and even two schools**—the Ohio Center for Broadcasting and the Paul Mitchell School**.

"The residential prices in Belmar are higher than the Lakewood average and have certainly benefited the surrounding area in terms of home values," said Travis Parker, Lakewood's planning director.

The city says that there is 14 percent more economic activity annually in Belmar compared to the peak of Villa Italia in the mid-1990s. Gross retail sales activity in the mall was $175 million at its peak vs. $200 million for Belmar so far this year. "It's a neighborhood similar to what you'd find in a city, and that's the point. People want to live downtown; this created one," Parker said.

(*Watch*: Sam Zell on the death of suburbs)

For most towns, building a walkable core requires at least two elements, starting with some sort of mix of businesses and housing located not too far apart: "You need that clustering to get the synergies that lead to economic growth," said Geoff Anderson, president of Smart Growth America, a coalition that, among other things, works with communities to fight sprawl.

The second: partnerships with private developers. Experts say that usually the upfront infrastructure costs of a retrofit are greater than what it costs to build a typical house-heavy suburban development. But a retrofit, with its commercial appeal intended to widen an area's tax base, can be planned so that it pays for itself within a few years.

"Twenty years from now, sprawl won't have paid for itself," said Galina Tachieva, author of "Sprawl Repair Manual" and a partner with architecture and urban design firm Duany Plater-Zyberk & Company.

Many towns are finding entrepreneurial ways of adding walkability on shoestring municipal budgets. Some have reduced speed limits, added more on-street parking and planted trees between sidewalks and avenues to improve the perception of safety. A brewery owner in Oakridge, Ore., placed 10 tables over two parking spots to not only generate more sales per square foot, but to add to the sense of community on the street.

While the walkability movement has taken hold of hundreds of communities across the U.S., advocates say it's still in its infancy.

During the suburb building boom of the past 60 years, "everyone got so good at what they did—from the traffic engineer who could only think to solve how to keep traffic moving to the planner who had to separate every land use—that now we have to change the culture of the professions," said Dan Burden, co-founder of the Walkable and Livable Communities Institute. "We have to break down the walls and get these people to talk … and ask 'what do we want our community to look and feel like in 20 years?'"

—By Maggie Overfelt, Special to CNBC.com

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URL: http://www.cnbc.com/101096825

Chuck Stearns

From: Chuck Stearns [cstearns-i@bresnan.net]
Sent: Friday, October 18, 2013 5:27 PM
To: 'Chuck Stearns'
Subject: FW: Better bike lanes on the rise

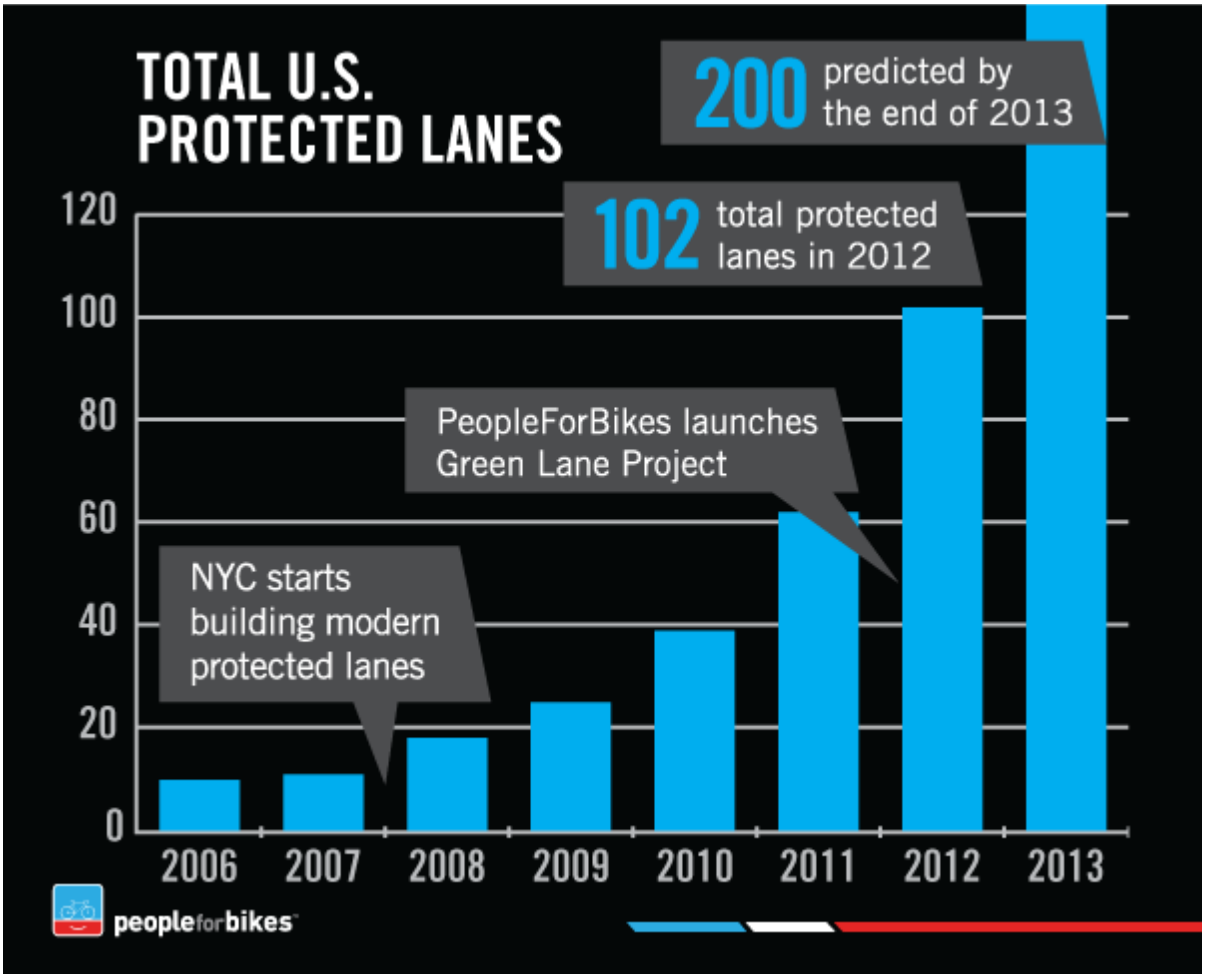
From: PeopleForBikes [mailto:info@peopleforbikes.org]
Sent: Friday, October 18, 2013 11:29 AM
To: Chuck Stearns
Subject: Better bike lanes on the rise

peopleforbikes™

Hi Chuck,

Across the U.S., **better bike lanes are hitting the ground**. The new designs create dedicated, protected space on streets for people on bikes. The lanes use posts, parked cars, planters or curbs to make bicycling more comfortable for more people.

Momentum for these lanes has been growing: New York City started building them in 2008, Chicago has built 17 miles of protected lanes in the last two years, Atlanta installed its first this year, Memphis has pledged to build 15 miles in the next two years, and Omaha and Lincoln are in a race to be the first city in Nebraska to get one.



Early in 2012, **PeopleForBikes launched the Green Lane Project to champion these innovative facilities**. Why? Because they turn a busy street into a place where more people are comfortable riding. Protected bike lanes help remove barriers that dissuade people from hopping on a bike to visit friends, get to school or work, or cruise to the neighborhood frozen yogurt place. That's good news for everyone—whether you are seasoned rider or new to bicycling.

Our strategy to promote protected bike lanes has two main components: Raising awareness about them and getting them on the ground. In early 2012, we selected six cities that were poised to make a lot of progress: Austin, Chicago, Memphis, Portland OR, San Francisco and Washington DC. We provided them with grants, technical and strategic support, and a good dose of inspiration. And they've made huge progress. About half of the new lanes built in the last two years are in these six cities. **The effort worked so well, we're doing it again**. We just opened the application process for Green Lane Project 2. We'll select six new cities in early 2014, and help them make progress.

Are you hearing about protected bike lanes in your community? **Join the conversation** on our website or Facebook page.

-The PeopleForBikes team

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RESOLUTION NO. 13-__

A Resolution of Intention of the City Council of the City of Whitefish, Montana, indicating its intent to adopt the Whitefish Parks and Recreation Master Plan as an amendment to the 2007 Whitefish City-County Master Plan (2007 Growth Policy).

WHEREAS, the Whitefish City-County Master Plan (Growth Policy) was adopted by the City of Whitefish by Resolution No. 96-3 on February 20, 1996; and

WHEREAS, the 2007 Whitefish City-County Growth Policy (2007 Growth Policy) was adopted by the City Council pursuant to Resolution No. 07-57 on November 19, 2007; and

WHEREAS, pursuant to an agreement dated June 19, 2012, the City engaged Applied Communications, LLC, to assist the City in creating the Whitefish Parks and Recreation Master Plan; and

WHEREAS, thereafter, public meetings were conducted to receive public input regarding the Whitefish Parks and Recreation Master Plan needs and proposals; and

WHEREAS, on July 9, 2013, at its public meeting, the Whitefish Park Board considered the Whitefish Parks and Recreation Master Plan, received an oral report, took public comment, and thereafter voted unanimously to recommend that the Whitefish Parks and Recreation Master Plan be adopted as an amendment to the 2007 Growth Policy; and

WHEREAS, on August 15, 2013, at a lawfully noticed public hearing, the Whitefish City-County Planning Board considered the Whitefish Parks and Recreation Master Plan, received an oral report, reviewed Staff Report WGPA 13-01, took public comment, and thereafter voted to recommend that the Whitefish Parks and Recreation Master Plan be adopted by the Whitefish City Council, with several minor corrections; and

WHEREAS, Applied Communications, LLC, revised the Whitefish Parks and Recreation Master Plan to include the recommendations made by the Whitefish City-County Planning Board at its August 15, 2013 public hearing, and by Planning Department staff; and

WHEREAS, at a lawfully noticed public hearing on November 4, 2013, the City Council received a report from Planning Department staff concerning the Whitefish Parks and Recreation Master Plan September 2013, solicited and received public comment, and following discussion adopted a Resolution of Intention to approve the Whitefish Parks and Recreation Master Plan September 2013, as an amendment to the 2007 Growth; and

WHEREAS, it will be in the best interests of the City of Whitefish, and its inhabitants, to adopt a Resolution of Intention to approve the Whitefish Parks and Recreation Master Plan September 2013, as an amendment to the 2007 Growth Policy.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Whitefish, Montana, as follows:

Section 1: All of the recitals set forth above are hereby adopted as Findings of Fact.

Section 2: The City Council of the City of Whitefish, Montana, hereby indicates its intent to adopt the Whitefish Parks and Recreation Master Plan September 2013, attached hereto and incorporated herein by reference, as an amendment to the 2007 Growth Policy.

Section 3: This Resolution shall take effect immediately upon its adoption by the City Council, and signing by the Mayor thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WHITEFISH, MONTANA, ON THIS _____ DAY OF _____, 2013.

_____
John M. Muhlfeld, Mayor

ATTEST:

_____
Necile Lorang, City Clerk

PLANNING & BUILDING DEPARTMENT
510 Railway Street, PO Box 158, Whitefish, MT 59937
(406) 863-2410 Fax (406) 863-2409

November 4, 2013

Mayor and City Council
City of Whitefish
PO Box 158
Whitefish, MT 59937

Re: Parks and Recreation Master Plan (WGPA 13-01)

Honorable Mayor and Council:

Summary of Requested Action: This application is a request by the city of Whitefish to adopt a Parks and Recreation Master Plan as an amendment to the 2007 Whitefish City-County Growth Policy.

Planning Board Recommendation: The Whitefish City-County Planning Board held a public hearing on August 15, 2013. Following this hearing, the Planning Board unanimously recommended approval of the above referenced Growth Policy Amendment with staff recommended changes and several other minor corrections (see minutes) and adopted the supporting findings of fact in the staff report (Smith, Blake, and Konopatzke were absent).

City Staff Recommendation: Staff recommended approval of the attached Parks and Recreation Master Plan as an amendment to the 2007 Whitefish City-County Growth Policy.

Public Hearing: At the public hearing, the parks director, Karl Cozad, spoke. No one else from the public wished to speak.

The draft minutes of the Planning Board hearing are attached.

Update: After the Planning Board hearing, the consultant, Applied Communications, revised the plan to include recommendations both from planning staff and the planning board. The revised September 2013 Final Draft is now presented to the City Council for approval and has been placed on the agenda for your regularly scheduled meeting on November 4, 2013.

Should Council have questions or need further information on this matter, please contact the Whitefish City-County Planning Board or the Planning Department.

Respectfully,

David Taylor, AICP
Director

Att: Minutes of the 08-15-13 Planning Board meeting

Exhibits from 09-19-13 Staff Packet to Planning Board

1. Staff Report, 08-15-13

Revised Plan

2. Downtown Master Plan Final Draft, Revised September 2013

c: w/att Necile Lorang, City Clerk

	set forth in the staff report to amend Title 12 of the Zoning Regulations and adopt the findings of fact and transmit the same to the Whitefish City Council for further action.
PUBLIC HEARING	The public hearing was opened to those who wished to speak on the issue.
PUBLIC HEARING	No one wished to speak and the public hearing was closed.
MOTION	Meckel moved and Phillips seconded Whitefish to adopt staff report WSUB 13-01 as findings of fact and recommend that the City Council approve the recommendations set forth in the staff report to amend Title 12: Subdivision Regulations.
BOARD DISCUSSION	Anderson asked if staff had anyplace where they were going to recommend the scheduling and Compton-Ring said it would be added to their flier.
VOTE	The motion passed unanimously. (Scheduled for September 16, 2013)
CITY OF WHITEFISH ZONING REGULATIONS AMENDMENT REQUEST	A request by the City of Whitefish to amend the Subdivision Regulations and Zoning Regulations as they pertain to the 2013 Legislative changes to the Montana State Subdivision and Platting Act.
STAFF REPORT WZTA 13-01	Planner Compton-Ring said staff is just moving the standards for Manufactured Home Parks, RV Parks and Campgrounds from the Subdivision Chapter to the zoning regulations.
PUBLIC HEARING	The public hearing was opened to those who wished to speak on the issue.
PUBLIC HEARING	No one wished to speak and the public hearing was closed.
MOTION	Meckel moved and Phillips seconded to adopt staff report WZTA 13-01 to approve the recommendations to amend Title 11 Chapter 3 of the Zoning Regulations as findings of fact and recommend that the City Council approve the recommendations set forth in the staff report.
VOTE	The motion passed unanimously. (Scheduled for City Council on September 3, 2013.)
CITY OF WHITEFISH GROWTH POLICY AMENDMENT REQUEST	A request by the City of Whitefish to amend the Whitefish Growth Policy to incorporate a Parks and Rec Master Plan.
STAFF REPORT WGPA 13-01	Planner Compton-Ring said that this will be an amendment to the Growth Policy Master Plan. Staff is recommending approval

subject to some suggestions.

Parks Director Cozad said this process began about 15 months ago and it went through an extensive public process. There were a number of public meetings and they met with special interest groups and stakeholders including the Chamber, School District, the O'Shaughnessy and the Library as adjacent neighbors. He said Director Taylor is an avid disk golfer so that is a bias in the report. Director Cozad said he agrees with Director Taylor that it is a popular sport, but it takes about a 15 acre site. He said they need to increase their inventory of open space and Armory Park is one place they are considering.

Staff recommends the Planning Board review and recommend any appropriate changes needed to the Parks and Rec Master Plan document, and that it be forwarded it to the City Council with a recommendation for adoption as an amendment to the 2007 Whitefish City-County Growth Policy.

PUBLIC HEARING

The public hearing was opened to those who wished to speak on the issue.

PUBLIC HEARING

No one wished to speak and the public hearing was closed.

BOARD DISCUSSION

Vail said she serves on the Library Board. She said staff has done an excellent job on the plan. She said a lot of people would like to see the existing building in Depot Park stay as a visitor center with restrooms. Director Cozad said he thinks this option will have more discussion. He doesn't think it is a closed issue yet. Gunderson said he participated in the Depot Park Master Plan committee and there was a lot of talk about the usefulness of the building. He said in the end it was unanimous that the building should go. They are trying to connect Central Avenue to the Depot and the building blocks the entryway. He said the downtown master planners have recommended more of a plaza for community events. Vail said she talked to Bruce Booty. The public has concerns about tearing down a perfectly good building. Gunderson said the committee recognizes that and has mixed feelings. Gunderson said he agreed with Director Taylor's suggestions in the staff report. He asked and Kate McMahon said she agreed with the staff report, too. Gunderson said Appendix A, Inventory, Crestwood Park, should note the wetland path is now tied into the Crestwood Park area. On page 5, item 15, is part of the BNSF loop trail. In the inventory of the parks, he noted that the Canoe Park is west of Columbia Avenue. McMahon said she they could get her a copy of their recommended corrections.

Vail said that it makes her feel good that they live somewhere with such great amenities. Anderson agreed and noted that there are increases in the tourism and bed tax, too, in part because of our great

amenities.

MOTION Gunderson moved and Netteberg seconded to adopt staff report WGPA 13-01 as findings of fact and recommend that the City Council adopt the Parks and Rec Master Plan as an amendment to the 2007 Whitefish City-County Growth Policy with the suggested amendments.

VOTE The motion passed unanimously. (Scheduled for City Council on September 16, 2013.)

NEW BUSINESS None.

GOOD AND WELFARE

1. Matters from Board

Vail asked and Gunderson said there has been a recent addition to the river trail with the Rygg property. It is a gravel path and follows the river downstream to the Stumptown Inn (former Super 8 building.) Staff is working to get an easement from Stumptown Inn and there is an easement for the Pine Lodge property so access is increasing.

Netteberg said he sold his place and is moving to Kalispell for a while which means he will have to resign from the Board when it closes in mid-September.

Meckel said Tuesday night there is an Open House for the Highway 93 W Corridor Study for the public from 4:30-6:30 p.m. in the Council Chambers.

2. Matters from staff

Planner Compton-Ring said there are a subdivision application and a couple of rezones next month. She said the Downtown Master Plan has been updated and Director Taylor will be reporting on that.

3. Poll of Board members available for next meeting (September 19, 2013.) All members indicated they would be available.

ADJOURNMENT The meeting was adjourned by motion at approximately 7:05 p.m. The next regular meeting of the Whitefish City-County Planning Board will be held on September 19, 2013, 6:00 PM

_____ _____

Ole Netteberg, Chairman of the Board Jane Latus Emmert, Recording Secretary

APPROVED as submitted/corrected: ____/___/13

PARKS AND RECREATION MASTER PLAN
PLANNING STAFF REPORT
GROWTH POLICY AMENDMENT WGPA 13-01
AUGUST 15, 2013

A report to the Whitefish City-County Planning Board and the Whitefish City Council regarding an amendment to the Whitefish Growth Policy to adopt a Parks and Recreation Master Plan. A public hearing is scheduled before the Whitefish City-County Planning Board on August 15, 2013 and a subsequent hearing is set before the City Council on September 16, 2013.

BACKGROUND

The Whitefish Park and Recreation Master Plan 2013 Public Review Draft has been forwarded to the Planning Board and City Council for review, comment, and adoption from the Whitefish Park Board. This plan has been prepared for the City of Whitefish by consultants Applied Communications, LLC, in conjunction with the City Parks and Recreation Department.

The study area encompasses the entire Whitefish planning jurisdiction. The plan is meant to be a guide for future growth of the Whitefish area parks system and recreation programs. This plan works as a companion document to the 2007 Whitefish City-County Growth Policy and area neighborhood plans, as well as the 2007 Bike and Pedestrian Pathways Master Plan, A Tail Runs Through It Master Plan (2006), the Whitefish Area Schools Trust Lands Neighborhood Plan (2004), and various individual park master plans such as the Armory Park Master Plan (06), Depot Park Master Plan (12), City Beach Master Plan (outdated), and Mountain Trails Park Master Plan (outdated).

To engage the public, the consultant hosted an open house at city hall, received and reviewed 261 public survey sheets, and had an info/comment booth at the Whitefish Farmer's Market. They also conducted focus groups with recreation users, businesses, and public officials.

The plan's relationship with the Growth Policy is outlined below for review. Staff also noted some things to consider that might improve the plan.

RELATIONSHIP WITH THE GROWTH POLICY

It is important to review the Parks and Recreation Master Plan in light of the adopted 2007 City-County Growth Policy, which it will be adopted as an addendum to. The Growth Policy features a section on parks planning under the Community Facilities section in Chapter Four.

The Goals, Policies, and Recommended Actions from the Community Facilities element of the Growth Policy related to Parks Planning are listed below, along with a brief synopsis of how the plan addresses these issues.

2007 WHITEFISH CITY-COUNTY GROWTH POLICY, COMMUNITY FACILITIES ELEMENT, PARKS AND RECREATION:

Goals:

1. *Expand the diversity of parks, open spaces, and high quality recreational opportunities for the growing Whitefish area.*

That goal is reiterated in the plan and in Objective 1 under Recreation Goals and Policies (7-1).

Finding 1: The Parks and Recreation Master Plan supports the goal of the 2007 Growth Policy to expand the diversity of parks, open spaces, and high quality recreational opportunities.

Policies:

1. *The city of Whitefish shall only accept viable park land as dedications in subdivisions when said land will be further developed for active or passive recreation.*

This parkland dedication policy isn't specifically outlined in the Plan. However there is an objective under Park Development and Acquisition that states "*Only accept land dedications that meet the design standards in the Park & Recreation Master Plan*."

Finding 2: The Parks and Recreation Master Plan supports the policy that dedicated parks be developed as active or passive recreation per the design standards established in the document.

2. *The city will continue to encourage private open spaces in order to broaden the range of open spaces available to the Whitefish community.*

Private open spaces are not the purview of a Parks and Recreation Master plan, but could be part of a future Open Space Plan developed by the city.

Finding 3: While open space planning is not a specific part of the plan document, open space standards are established in the document.

3. *The city will continue to coordinate park planning and development with the ad hoc Open Space Committee in order to address a wider range of park and open space needs and priorities.*

An ad hoc Open Space Committee has not been established by the City Council, so this is irrelevant to this draft Parks and Recreation Master Plan. The plan

does address open space and has planning guidelines and design standards for such development.

Recommended Actions

1. *The City of Whitefish shall formulate and adopt a comprehensive park and recreation master plan to assess current parkland and recreational programs and facilities and to identify and anticipate future needs, and explore funding options for new and/or upgraded facilities.*

The plan comprehensively assesses current parks and recreation programs and facilities, it identifies several necessary upgrades, and highlights a range of implementation funding options.

Finding 4: The draft master plan fulfills the intent of the Recommended Action 1 from the 2007 Growth Policy, to adopt a comprehensive park and recreation master plan.

REVIEW AND SUGGESTIONS

The draft Parks & Recreation Master Plan thoroughly outlines the public input process, park development standards, recreation trends, a needs assessment, and goals and policies. Overall, it is a thorough base-line document to guide the future with regard to Whitefish's park and recreation needs and staff recommends that it be adopted.

In staff's review of the document, a few items were identified that could potentially improve the plan:

- The Bike and Walkway map on p. 5-16 is confusing due to green color overlap of the Existing Bikeways and park areas.

- The plan could use more specific details or suggestions on how a prioritized land acquisition policy and fund could be established for quick acquisition of land that comes up for sale next to parks needing expansion.

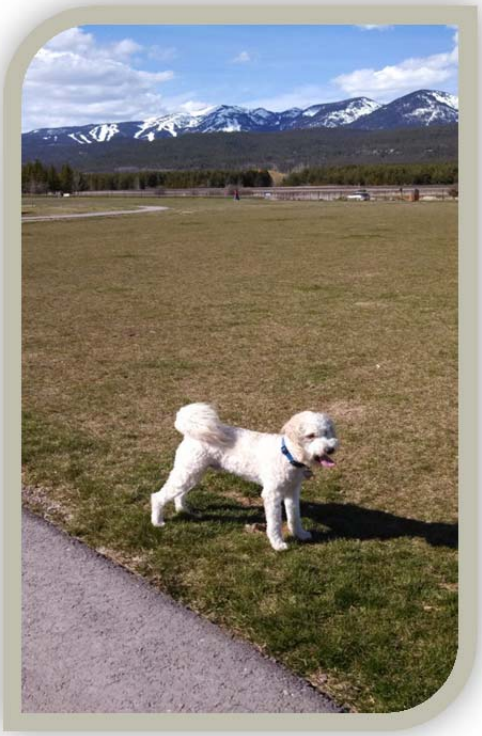
- The plan should outline the need for the city to establish a Public Lands and Facilities zoning district that encompasses all parks and public property. City parks are currently all in variety of different zoning districts that all have different development and signage standards.

- The plan should have goals for the design of new facilities that incorporate revenue-generating opportunities that could offset operational costs and/or enhance the recreational experience of participants (i.e. concessions, leasing, rentals, etc).

- An omission in the Needs Assessment and Implementation chapters seems to be disc golf, one of the nation's fastest growing sports that a range of age groups can enjoy. Public input rated disc golf fourth in local popularity on the competitive sports survey ahead of ice hockey, softball and baseball (p. 3-9), yet there are currently no sanctioned facilities in the Whitefish area. The Summary of Needs (p. 5-17) makes no mention of the lack of a local course. The development of an 18-hole disc golf course designed to Professional Disc Golf Association (PDGA) standards should be addressed in the Goals and Policies and the Implementation elements.

Overall Recommendation: Staff recommends the Planning Board review and recommend any appropriate changes needed to the Parks and Recreation Master Plan document, and that it be forwarded it to the City Council with a recommendation for adoption as an amendment to the 2007 Whitefish City-County Growth Policy.

City of Whitefish Parks and Recreation Master Plan



September, 2013

Acknowledgments

CITY COUNCIL

Mayor - John Muhlfeld,
Deputy Mayor - Bill Kahle

Council Members
John Anderson
Richard Hildner
Chris Hyatt
Phil Mitchell
Frank Sweeney

PARK BOARD MEMBERS

Chris Hyatt, Council Member
Susan Schnee
Doug Wise
Brad Ridgeway
Terri Dunn
Ron Brunk
Laurel Grady
Jim DeHerrera
Life Noel

PARKS, RECREATION & COMMUNITY SERVICE STAFF

Karl Cozad, Director
Mary Blubaugh
Andy Hergesheimer
Jason Loveless
Maria Butts

PREPARED BY:

Applied Communications, LLC - Whitefish, Mt – www.appcom.net

Bruce Boody, Landscape Architects, Inc. – Whitefish, MT

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Chapter 2 - Community Profile

Chapter 3 - Public Input

Chapter 4 - Organization

Chapter 5 - Needs Assessment

Chapter 6 - Trends

Chapter 7 - Goals and Policies

Chapter 8 - Implementation

Chapter 9 - Park Development Standards

Appendix:

- Park Inventory
- Community Survey Form
- Acquisition Criteria

I. Overview

A. Purpose

The purpose of the City of Whitefish Parks and Recreation Master Plan is to present a vision for the development of future parks and recreation services as well strategic direction regarding the role of the Park and Recreation Department. This vision will provide the foundation for goals, policies and action items to guide public officials in making decisions on land acquisition, budgeting, programming, partnerships, recreation facility upgrades and park development. The Plan is a dynamic document and contains processes to meet future challenges. Based on a needs assessment and public input, the plan establishes priorities to meet community needs for the next 20 years. This document also reviews resources, funding strategies, and partnerships to implement the recommendations of the plan.

Figure 1.1: Baker Park

B. Planning Process

The following graphic illustrates the planning process used to develop the master plan. This is the first Parks and Recreation Master Plan that Whitefish has adopted. Public input was an important component of the planning process. The Parks and Recreation Master Plan planning area coincides with the city growth policy.

Figure 1.2: Planning Process

C. Relationship to Other Plans

1. Growth Policy

The City of Whitefish Growth Policy was adopted in 2007 and included an action item to develop a Parkand Recreation Master Plan. This plan will be adopted as element of the Growth Policy. Relevant goals and polices in the Growth Policy include:

> **Parks and Recreation Goals:**
> **1.** Expand the diversity of parks, open spaces, and high-quality recreational opportunities for the growing Whitefish area.
>
> **Parks and Recreation Policies:**
> **1.** The City of Whitefish shall only accept viable park land as dedications in subdivisions when said land will be further developed for active or passive recreation.
>
> **2.** The City will continue to encourage private open spaces in order to broaden the range of open spaces available to the Whitefish community.

2. Whitefish Bike and Pedestrian Master Plan

In 1999, as part of the Transportation and Storm Drainage Master Plan, the Whitefish City Council adopted a Bike and Pedestrian Master Plan. The plan included recommendations for future trails as well as design standards. The goals of the trail plan include:

- Linking the downtown to tourist facilities and lodging accommodations
- Connecting City parks and natural features
- Enhancing recreation facilities within the City's parks; and
- Providing opportunities throughout the community for outdoor exercise

The trails referenced in this document reflect the recommendations of that plan as amended. The goals and policies of the Park and Recreation Master Plan supplement the Bike and Pedestrian Master Plan. An updated trail map is included in the Chapter 5. The Bike and Pedestrian Committee is an advisory committee that oversees implementation and updates to the plan.

3. Park Master Plans

The City of Whitefish has adopted master plans for specific parks. These plans provide a guideline for how the park should be developed and improved. Following is the status of these plans.

- Amory Master Plan – Adopted In 2006 Several projects have been completed. Dog park to be expanded. Coordinate drainage improvements with road improvements.
- Depot Master Plan – Adopted in 2012. Recommendations to be phased in beginning in 2013.
- O'Brien Bluffs Master Plan – Adopted in2010. Implementation dependent on funding.
- City Beach Master Plan – Outdated. Plan should be updated.
- Mountain Trails Park Master Plan – Outdated. Plan should be updated.

4. Neighborhood Plans

The following neighborhood plans were adopted by reference in the Growth Policy and may provide additional guidance in development of parks in that area.

- Whitefish Downtown Business District Master Plan (2005 – Updated in 2013) – The plan calls for the development of a "public square" providing downtown green space and community space across from the train station. The City has since purchased this land and completed the Depot Park Master Plan. The Plan also recommends connecting the downtown to the trail system west of Baker Street and for a recreational trail loop around the downtown. Elements of this system have been constructed. Finally, the plan recommends a development of a park in the Railway District.

Figure 1.3: Depot Park is an amenity for Downtown

- Big Mountain Neighborhood Plan (2006) - Big Mountain Ski Resort has since been renamed Whitefish Mountain Resort. It is a privately owned, full-serviced, ski resort and provides an important recreational amenity for the community. Winter recreation primarily includes alpine skiing and cross-country skiing. Summer recreation includes hiking, bicycling and new attractions such as an alpine slide and zip lines. The resort coordinates with the schools and city on youth programs. The plan has a goal of connecting hiking and biking trails at the resort to the Whitefish Trails system.

- South Whitefish Neighborhood Plan (1998 and amended in 2000) - This area generally encompasses the corridor along south US 93 from the Mountain Mall to Highway 40. The Whitefish River forms the easterly border. The plan calls for improved pedestrian access and creating connections between pathways. It calls for parks or green space to buffer residential uses from the more intense commercial uses on US. 93.

- Riverside at Whitefish Neighborhood Plan (1999) – The area is bordered by Hwy 40 to the south, the Whitefish River on the north and Hospital Way on the east. The plan provides for a

neighborhood park, greenbelt and athletic fields. The athletic field has been developed as Smith Complex. The greenbelt along the river has been partially developed.

- Iron Horse Resort Neighborhood Plan (1996) - The Iron Horse Resort encompasses 826 acres located approximately 2 miles north of downtown Whitefish east of Wisconsin Ave. The neighborhood plan includes a private 18-hole golf course, clubhouse, residential units and conservation/open space. According to the plan a 60-acre conservation easement in the southeast portion of the property was created in lieu of parkland dedication. The plan also called for dedication of trail easement that would be open to the public. The plan indicates that if a trailhead is constructed it should be located on the southern 10 acres of this area.

- North Valley Hospital Neighborhood Plan (2009) – This plan is for the medical campus that includes the hospital and medical offices. It also includes open space and trails. The plan has a stated goal of, "Maintain and enhancing high quality in built and open spaces including landscaped and natural areas, including public facilities such as the trail system which is and will be continuous and contiguous with the trails serving the larger community."

- Whitefish School Trust Lands Neighborhood Plan - Adopted by the City as part of the Growth policy in 2005. The plan covers the state trust lands surrounding Whitefish and recommends the development of a recreational trails system. A trails master plan for the state trust land was adopted by the City Council in 2006. The City of Whitefish is a partner with Whitefish Legacy Partners and the Montana Department of Natural Resources(DNRC) to develop the trail system. The City currently holds a land use license from DNRC for the trails on state trust lands in the Lupfer and Swift Creek areas and holds a a permanent recreational easement for trails on state trust lands in the Skyles Lake and Beaver Lakes area. The Legacy Land Advisory Committee (LLAC) oversees implementation of the trail system.

Figure 1.4: Whitefish Trail Segment

D. Guiding Principles

In January, 2013, the Park Board conducted a workshop and developed guiding principles for the Parks and Recreation Master Plan. Guiding principles help establish a shared sense of direction for the community and facilitates communication by providing a framework to evaluate projects and set priorities. Following are the guiding principles for the Whitefish park and recreation system.

Table 1.1 Guiding Principles

P	**Preserve** • Preserve the quality of parks so they are amenities to the community. • Preserve the public access to the lakes and rivers. • Preserve the level-of-service so the community always has convenient access to facilities that are not overcrowded.
A	**Add** • Add future parks and expand existing parks to meet the needs of future growth. • Add facilities, equipment and programs to meet the needs of all age groups. • Add connections between parks and trails to provide connectivity. • Add water access sites to meet the needs of future growth.
R	**Rehabilitate/Retrofit** • Rehabilitate and modernize aging facilities to meet current safety and accessibility standards and to lower maintenance costs. • Retrofit undeveloped or underdeveloped parks according to site specific plans. • Rehabilitate shorelines and maintain vegetation to improve water quality and meet other environmental objectives.
C	**Collaborate** • Continue and strengthen existing collaborations. • Coordinate with other city projects to advance common objectives for parks. • Coordinate with other public agencies, non-profits and civic groups to upgrade facilities and develop new parks or programs. • Coordinate with private developers to identify opportunities for new parks to meet future growth.

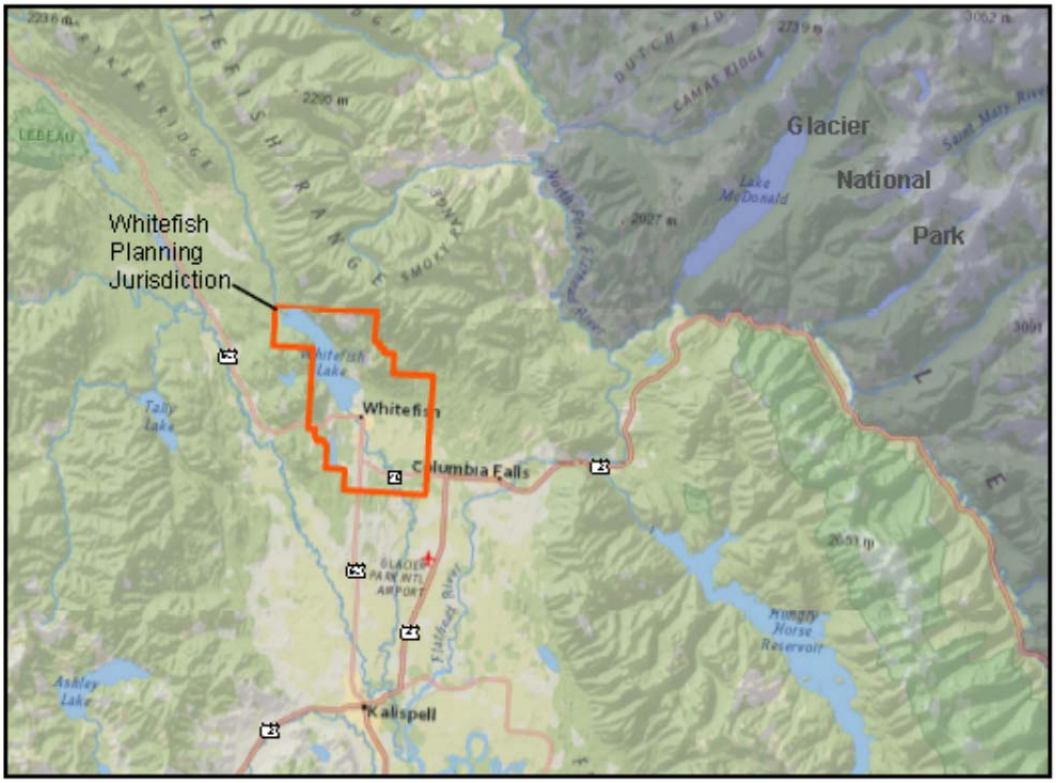
II. Community Profile

A. Geography

Whitefish, Montana is located in the northwest portion of the state in Flathead County. U.S. Highway 93 is the main transportation corridor through town connecting the city to the county seat of Kalispell, 12 miles south of Whitefish and to Eureka, MT located about 50 miles northwest of the city. The Burlington Northern Santa Fe (BNSF) railroad is a major east-west route for both freight traffic and Amtrak. It dissects the city into distinct north and south sections. The BNSF railroad operates a maintenance facility in Whitefish at the north end of the downtown core.

The city is situated at the south end of Whitefish Lake with views of the Whitefish Mountain Range to the north, Glacier National Park to the east as well as mountain views to the west and south. Glacier National Park is located 25 miles east of Whitefish. Additionally, the city is closely situated to the Flathead National Forest and state forest lands both providing abundant outdoor recreation activity. The city holds a permanent recreation easement on state trust land for the development of trails and associated amenities. Whitefish Mountain Resort is a destination ski area located within minutes of the downtown.

Map 2.1: Location Map



B. Water Features

Abundant lakes and streams are present in Whitefish area. Swift Creek flows into Whitefish Lake from the north while the Whitefish River flows southward through town draining the lake toward a confluence with the Stillwater River then the Flathead River, prior to their draining into Flathead Lake. The watershed that surrounds and drains into Whitefish Lake comprises approximately 151 square miles (97,000 Acres) of mostly U.S. Forest Service, State Forest lands, and privately owned forestland. Whitefish Lake itself covers approximately 5 square miles (3,299 acres).

The Whitefish River forms an open space corridor with trails and parks that are treasured by the entire community. In addition to recreational opportunities, this corridor provides wildlife habitat. Smaller streams such as Cow, Viking, Hellroaring, Swift, and Haskill Creeks provide critical resource value and wildlife habitat that contribute to Whitefish's unique sense of place. South and west of Whitefish are smaller lakes with limited public access. These lakes include Blanchard Lake, Sampson Lake and Lost Coon Lake. Although, Skyles, Beaver and Murray Lakes are located on State School Trust Lands outside of the planning area, access to these lakes are part of a permanent recreation easement that the City has negotiated with the Montana Department of Natural Resources to implement the Whitefish School Trust Lands Neighborhood Plan.

C. Climate

The climate in the vicinity of Whitefish is typical of low-elevation intermountain basins of the Northern Rocky Mountains west of the Continental Divide. Based on Western Regional Climatic Center data for the period of record, annual precipitation averages 22.42 inches. Monthly average precipitation ranges from 1.34 inches in March to 3.13 inches in June. Summer rain events and winter snows provide a majority of the precipitation in the area. The annual mean snowfall in Whitefish is 74.0 inches. Periodic drought cycles (defined as annual precipitation averages less than 10 inches) occur in the region at approximately 10 to 20 year intervals.

D. Demographic Trends

1. Population Growth

According to U.S. Census data, the population of Whitefish grew by 26% from 2000 to 2010. This compared to a 22% growth rate for Flathead County and 9.1% for the State of Montana. Due to the economic downturn that began in 2008, it is projected that the rate of growth for the next decade for the county will be slightly lower and average about 1.8% a year. The planning horizon for this plan is 20 years. Based on an annual average rate of growth of 1.8% per year, the population for both the city and the surrounding planning area is projected to be around 15,121 people by the year 2030.

Table 2.1: Whitefish Projected Population

Jurisdiction	2000	2010	2020	2030
City of Whitefish	5,032	6,357	7,501	8,852
Planning Area	3,691	4,503	5,313	6,270
Total	8,723	10,860	12,851	15,121

Notes: 1. Source: U.S. Census - City of Whitefish Population in 2000 & 2010

2. Planning area population in 2000 calculated from U.S. Census – Census block population

3. Planning area population in 2010 estimated by multiplying base population in 2000 by the growth rate experienced in Flathead County from 2000 to 2010 (22%)

4. Growth rate from 2010 thru 2020 is 18% each decade. The growth rate based on the projected growth rate Flathead County the Montana Census and Economic Information Center/ NPA Data Services Inc. www.ceic.mt.gov/Demog/project/proj._mt_pop_total_08.pdf.

2. Age Distribution

One of the most significant demographic trends in the nation, and in Whitefish, is the aging of the population. In Whitefish, the median age has increased from 30.5 years of age in 1980 to 40.1 years of age in 2010. The number of residents over age 65 in Whitefish increased 723 people to 911 from the 2000 to the 2010 Census. This represents an increase of 26% in this age category. In addition to the overall aging of the baby boom generation nationwide, some of the increase in median age is likely attributable to Whiteifish being a popular community for retirement age individuals. The young adult age group, from 25 to 34 years of age, comprises the largest age group with 16.1% of the population.

Table 2.2: Whitefish Age Distribution - 2010

Age Group	#	%
Under age 5	365	5.7
5 – 18	878	13.8
18-24	454	7.1
25-34	1,026	16.1
34-44	886	13.9
44-54	930	14.6
54-65	907	14.2
65 years and over	911	14.3

Source: U.S. Census Bureau, Census of the Population 2010

3. Household Occupancy

Whitefish has a higher proportion of renters compared to the rest of the state. In 2010, 48.1% of housing units were renter occupied compared to 32% renter occupancy rate for the rest of the state. Whitefish also has a significant number of seasonal/recreational housing. According to the 2010 Census, there were 773 seasonal units in the city. This comprised about 19% of all housing units.

Table 2.3 : Housing Occupancy

	#	%
Total Housing Units	4,086	100%
Occupied Units	2,982	73%
Owner Occupied	1,548	51.9
Renter Occupied	1,434	48.1%
Vacant Units	1,104	27%
Seasonal/Recreational	773	18.9%

Source: U.S. Census Bureau, Census of the Population - 2010

4. Household Characteristics

The portion of family households in Whitefish is 52.4% compared to 62.8% for the state of Montana. About one in four households have children under the age of 18 while about one in five households have an individual 65 years or older. In addition to non-family households, there are an increasing number of non-traditional family households. These include single parent households, women, grandparents raising their grandchildren, adoptive families and families headed by same-sex couples. Park designs and programs should accommodate the recreational needs of the variety of households in the city.

Table 2. 4 : Household Characteristics

	#	%
Total Households	2,982	100%
Family Households	1,562	52.4%
Non-Family Households	1,420	47.6%
Households with children under 18 years of age	731	24.5%
Households with individuals 65 years and older	642	21.5%
Average Household Size	2.1	--
Average Family Size	2.77	--

Source: U.S. Census Bureau, Census of the Population – 2010

5. Disability

According to U.S. Census, the population over age 65 is more likely to have a disability. The Census classifies disability into sensory, physical, mental or self-care disability. The most common disabilities are physical and mobility disabilities. Increasingly, people with disabilities are leading active, independent lives, and are requiring recreational facilities and programs that are accessible and inclusive. Universal design and access should be provided whenever and wherever feasible, and in many instances is mandated by law.

E. Economic Profile

1. Income

According to the U.S. Census – American Community Survey, the median household income in Whitefish in 2011 was $41,940 compared to $45,324 for the State of Montana and $45,588 for Flathead County. Median income in Whitefish is likely to be lower than the County due to the high number of rental units located within the city limits that are providing housing for service workers. The median household income for Whitefish is higher than the other incorporated cities in the county.

Table 2.5: Median Income

Montana	$45,324
Flathead County	$45,588
Whitefish	$41,940
Kalispell	$39,205
Columbia Falls	$37,196

Source: U.S. Census Bureau, American Community Survey – 2011

2. Economic Base

More Whitefish residents are employed in arts, entertainment, recreation, accommodation, and food services than any other industry. These services are typically associated with a tourism based economy. The North Valley Community Hospital is located in Whitefish and this is represented in the high portion of residents employed in the health care industry. A higher percentage of residents are employed in the finance, real estate and insurance sector compared to the rest of the state but a lower percentage of employees are in the manufacturing, agriculture/forestry, wholesale and public administration sectors.

Table 2.6: Percent of Employment by Occupation

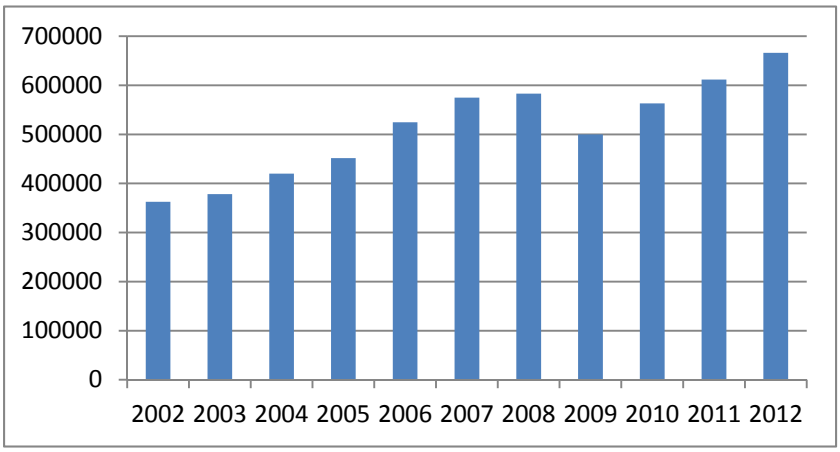
	Whitefish	Montana
Agriculture, forestry, fishing, hunting and mining	3.0	7.1
Construction	11.0	8.5
Manufacturing	1.4	8.5
Wholesale	0.5	2.7
Retail	12.5	12.3
Transportation, warehousing, and utilities	6.5	5.0
Information	2.6	1.9
Finance, Insurance, Real Estate, rental and leasing	9.7	5.7
Professional, scientific, management and administrative	12.7	8.1
Education - Health Care Services, Social assistance	14.1	22.4
Arts, entertainment, recreation, accommodation and food service	17.8	10.6
Other Services	4.4	4.7
Public Administration	3.8	6.1

Source: U.S. Census Bureau, American Community Survey – 2011

3. Visitation

Tourism and visitation have become an increasingly important component of the local economy. Except for the years of 2008 – 2009, bed tax revenues collected by the State of Montana have increased every year since 2002. Due to the amount of visitation the community receives,, the local park system must meet demands from local residents as well as demand from a significant number of visitors.

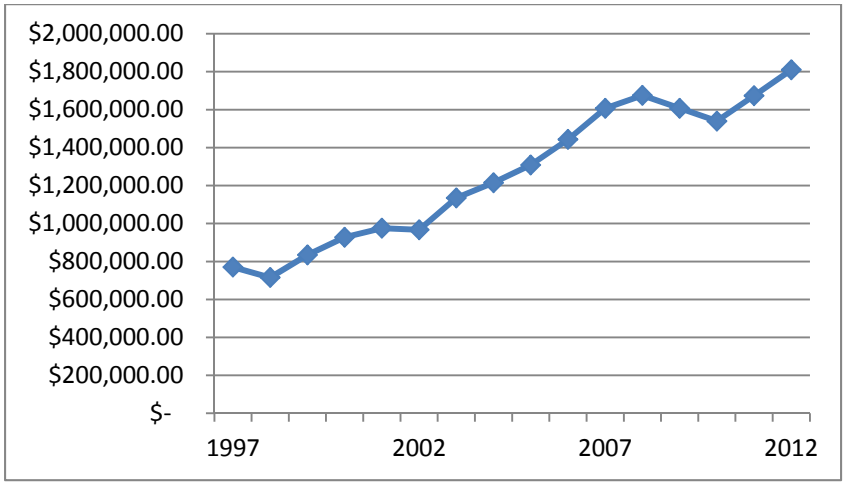
Figure 2.1: Bed Tax Revenue for Whitefish, Montana



Source: http://www.travelmontana.org/newsandupdates/bed_tax_revenue/ltrhome.asp

Due to the impacts from tourism, the City of Whitefish is authorized under Montana Code Annotated to collect a resort tax on sales at motels, bars and restaurants, and retail establishments. The resort tax was first collected in FY 1995/1996. Except for the economic downturn in the years 2009 and 2010, the collections have steadily increased. Collections in the most recent fiscal year of 2011/2012 rebounded and represented the highest amount of collections to date amounting to $1,809,903 in resort tax revenue. The resort tax is structured so that 5% of the collection is allocated for the park and recreation budget. The resort tax must be spent on park development and can not be used for maintenance.

Figure 2.2: Resort Tax Collections 1997-2012



Source: City of Whitefish – Finance Department

III. Public Input

A. Survey

1. Survey Methodology

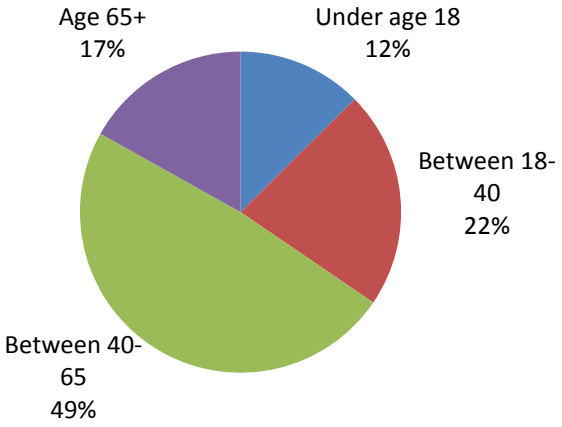
From July, 2012 through January, 2013, the Whitefish Parks, Recreation and Community Services Department conducted an on-line survey to provide residents an opportunity to have input on the plan. The survey was publicized through various community oriented list-serves, city website, newspaper articles and several open houses. A total of 261 surveys were completed. (See Appendix A for a blank survey and written comments.)

2. Respondent Profile

The survey collected demographic information about respondents in order to determine how closely the respondents corresponded to the general population. Comparing the respondent profile to the US 2010 Census data for the City of Whitefish, respondents were skewed towards women, homeowners and an older demographic. In order to account for this variation, it will be important to sort answers according to demographic groups. Following is a summary of the respondent profile.

- 55.2% of respondents were female compared to 49.7% in the 2010 Census.
- 87.7% of respondents were homeowners compared to 68% in the 2010 Census.
- 65.9% of respondents lived within the city limits while 23.4% lived within two miles of Whitefish. 9.65% lived elsewhere in Flathead County.
- 86.2% of respondents were year-round residents. 9.5% were primarily summer residents, 2.4% were primarily winter residents and 2% were visitors.
- The largest percentage of respondents had persons in the households between age 40-65.

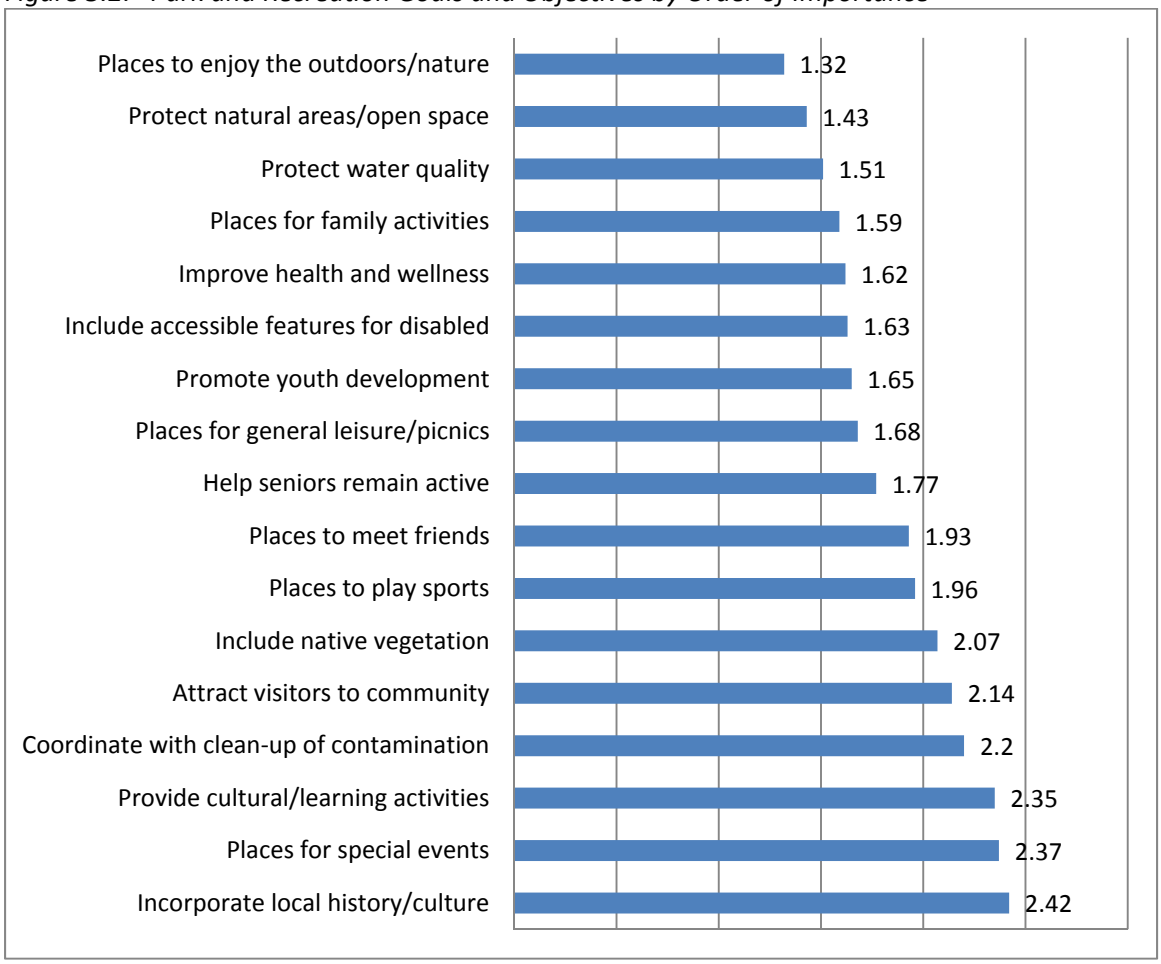
Figure 3.1: % of Respondents by Age of Persons Living in Household



3. Park Goals and Objectives

Respondents were asked to rank the importance of goals and objectives for parks and recreation. A ranking of one was equivalent to "Very Important" while a five was "Not Important". Figure 2 provides the rankings in order with the most important rankings at the top of the chart. Places to enjoy outdoors and nature and protecting natural areas/open space were ranked the most important objective while providing places for special events and providing cultural and learning opportunities were ranked the least important. The order of the rankings from respondents who lived in the city to those who lived in the planning area were not significantly different.

Figure 3.2: Park and Recreation Goals and Objectives by Order of Importance



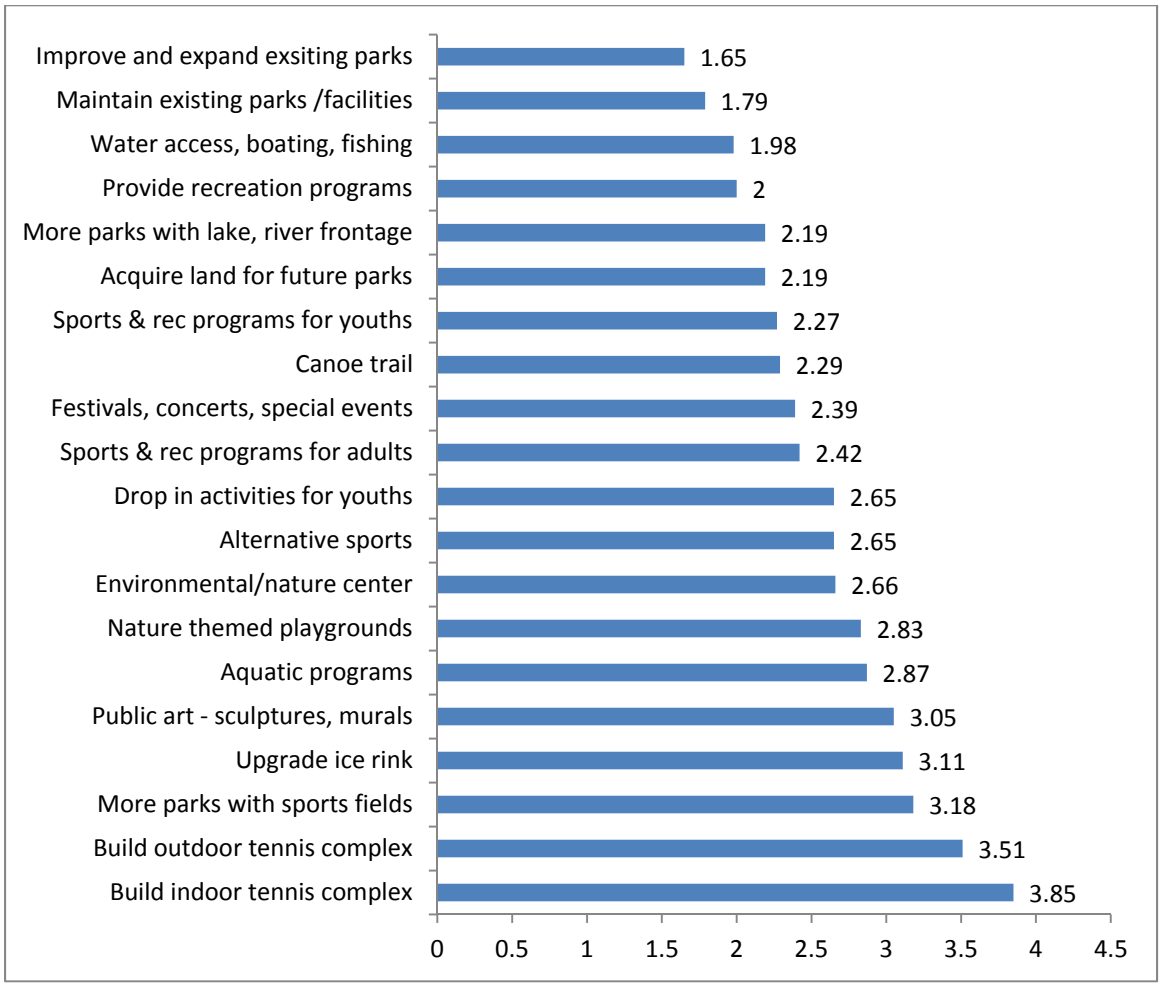
4. Importance of activities and facilities.

Respondents were asked to rank the importance of goals and objectives for parks and recreation. A ranking of one was equivalent to "Very Important" while a five was "Not Important". Figure 3.3 provides the rankings by city residents with the most important rankings at the top of the chart.

Improving and expanding existing parks and more parks with water access ranked highest among city residents while a new tennis complex ranked the lowest.

City respondents were more likely than county residents to give higher importance to water access, parks with lake and river frontage, and acquiring more land. County residents were more likely than city residents to give higher importance to sports & rec programs for adults and more parks with sports fields.

Figure 3.3: Ranking of Park and Recreation activities and facilities



5. Programming

The survey asked respondents about programming options. Following are the results.

- Respondents indicated that weekday evenings were the most convenient time to participate in programs. Weekends were the second most popular time. Weekend evenings was the least popular.

- The most common way for respondents to find out about programs was through word of mouth (60.4%) The city mailer that is sent to every household was the second most popular method. (46.9%). The newspaper was another common avenue for finding out about programs. (39.1%)

6. Park Usage

The survey asked respondents how often they visited parks during peak season. The following table indicates the parks in usage with #1 receiving the heaviest use. The bike/pedestrian trail system receives the most use followed by Depot Park and City Beach.

Table 3.1: Frequency of Park Usage

	Weekly	Monthly
1. Bike/Pedestrian Trails	69.1%	20.9%
2. Depot Park	41.4%	43.8%
3. City Beach	34.4%	42.0%
4. Whitefish Trails on State Trust Lands	44.6%	28.7%
5. Riverside Park	24.6%	37.1%
6. The Wave	45.4%	14.5%
7. Wag Dog Park	29.3%	14.6%
8. Amory (Skateboard, bike jump, softball, Amory Building)	17.3%	37.6%
9. Baker Park	20.9%	21.8%
10. Grouse Mountain Park	12.0%	19.4%
11. Smith Sports Park	17.0%	15.8%
12. Ice Rink	14.6%	16.6%
13. Soroptimist Park	5.4%	20.4%
14. Kay Beller	9.7%	19.1%
15. Memorial Park - Playground/Tennis Courts	8.2%	16.0%
16. Riverwood Canoe access by Rocksund Gazebo	5.8%	16.5%

7. Underserved Groups – Top 4 for each group

The survey asked respondents to identify groups that were underserved by current recreation services. Overall, seniors were the group most likely to be identified as underserved. Among seniors, 78.1% indicated that their age group was underserved. Almost of half of households with middle school age children identified this group as underserved. . Among the top reasons for not participating in recreation programs was, “Too Busy”, “Not aware of programs”, and “Do not have activities I’m interested in.”

Table 3.2: Underserved Groups

	Pre-School	Elementary	Middle School	High School	Young Adults	Mature Adults	Seniors	Families	People with Disabilities
Overall	13%	20%	24%	18%	18%	25%	40%	17%	24%

8. Individual Park Review

Respondents were asked to identify issues with individual parks and facilities. The following table summarizes the top issues with each facility.

Table 3: Issues by Park or Facility

Park/Facility	Issues
Baker Park/Kiddie Park	Litter Facilities not maintained Restrooms
City Beach	Not enough parking Litter Restrooms Park is overused
Kay Beller Park	Only 14 responses. Ten people noted restrooms as issues. Other issues did not receive more than one response.
Grouse Mountain Park	Facilities outdated
Riverside Park	Facilities outdated Facilities not maintained Restrooms
Soroptimist Park	Facilities outdated Restrooms Facilities not maintained Weeds
Depot Park	Restrooms Park is overused Not enough parking
Skateboard Park at Amory Park	Restrooms Litter
Bike Jump at Armory Park	Weeds Grass overgrown Facilities not maintained Restrooms

Softball Fields at Armory Park	Restrooms Facilities not maintained Facilities outdated Grass overgrown
Armory Building	Facilities outdated Not enough parking
WAG Dog Park	Restrooms Park is overused
Riverwood Canoe Access	Grass Overgrown
Whitefish trails on State Trust Lands	Only 17 responses. Six people noted safety as an issue.
Memorial Park – Playground/Tennis Courts	Facilities Outdated Facilities not maintained Restrooms
Ice Rink	Restrooms –Not maintained Facilities not maintained
Saddle Club at Mountain Trails Park	Thirteen responses. All responses indicated facilities outdated
Smith Sports Park	Only two responses.
The Wave	Only six responses
Bike/Pedestrian Trails	Weeds Vandalism

9. Recreational Activities by Age Group

The following group of tables indicates the most popular recreational activities by age group. The most popular activities were similar for households with children, young adults, and mature adults. Activities that were most popular among these age groups included bicycling, walking and swimming. Skiing was most popular for households with children under the age of 18 and declined in popularity in households with more mature adults. Rafting, tubing and wakeboarding were most popular with young adult households while attending cultural events was more popular with mature adults. Households with seniors, however, engaged in markedly less activities overall and were more likely to participate in lower-impact recreational pursuits

Tennis is popular for all ages

Figure 3.4: By % - Most Common Recreational Activities for Households with Children Under Age 18

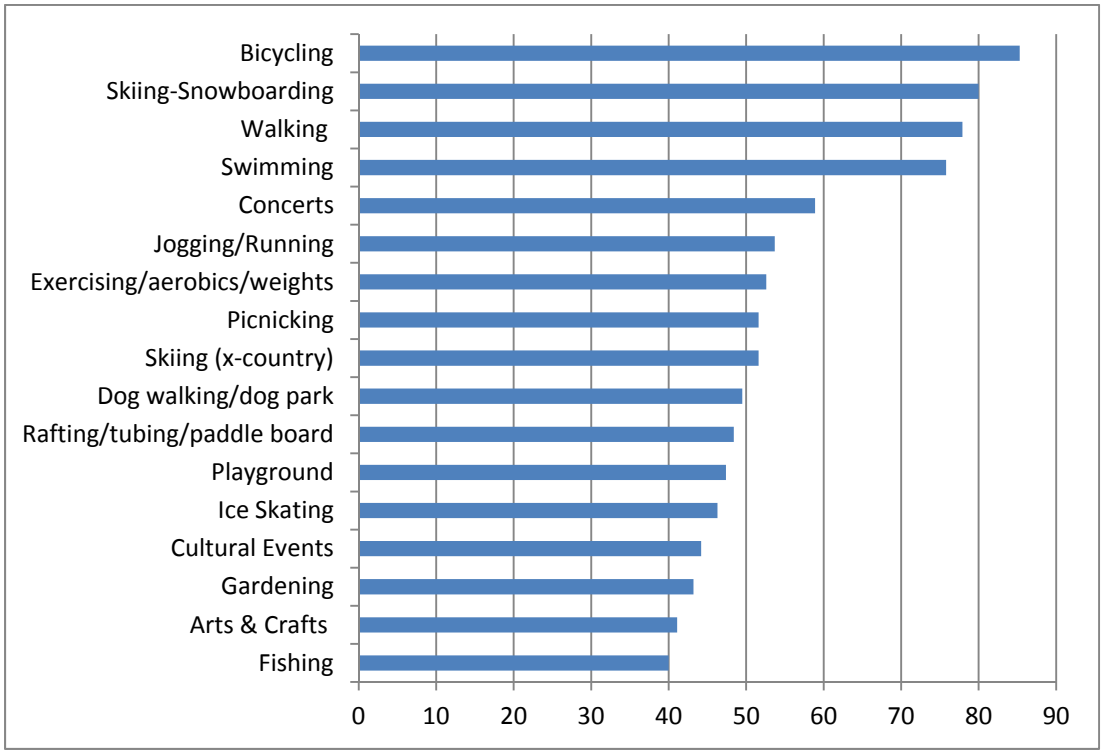


Figure 3.5: By % - Most Common Recreational Activities for Households with Young Adults (18-40)

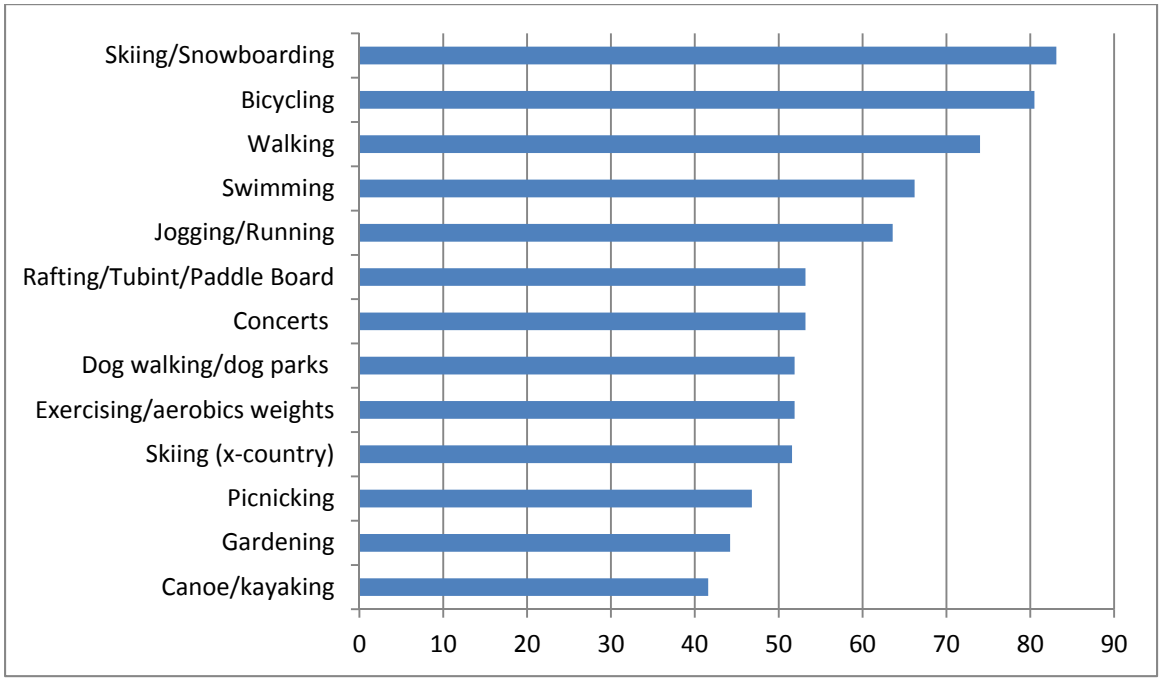


Figure 3.6 : By % - Most Common Recreational Activities for Households with Mature Adults (40-65)

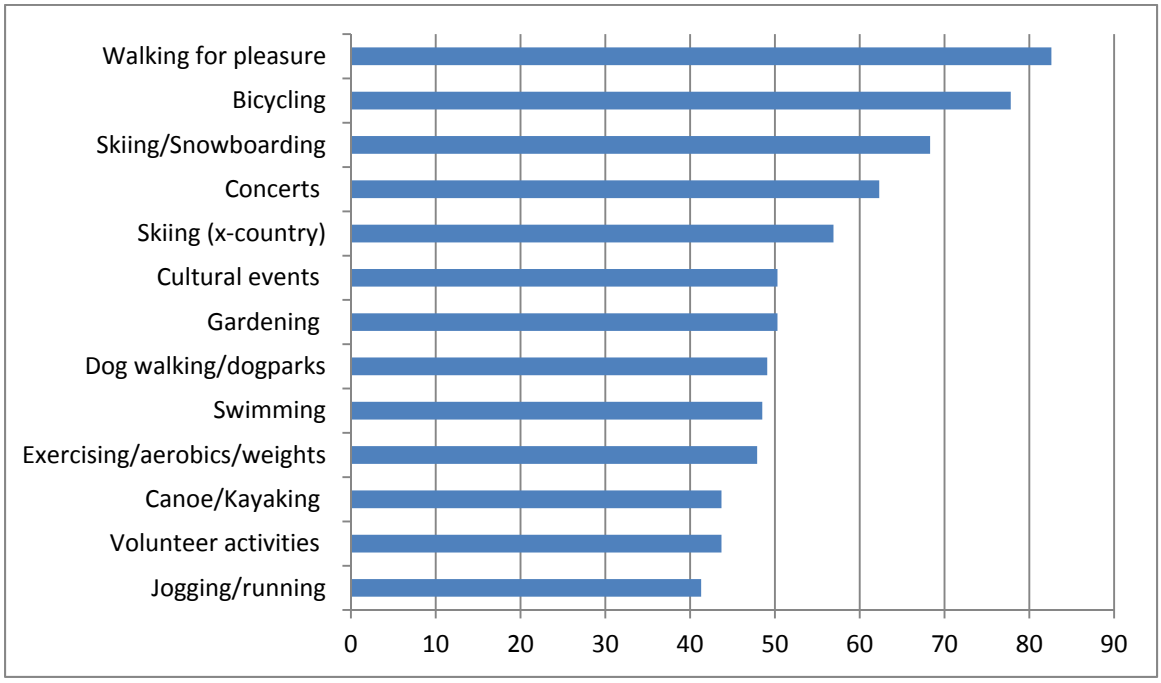


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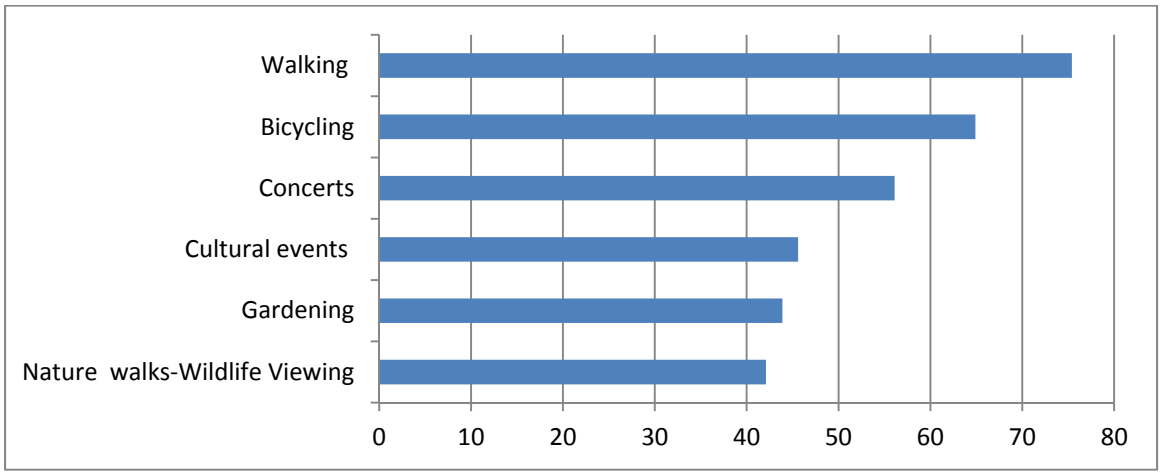
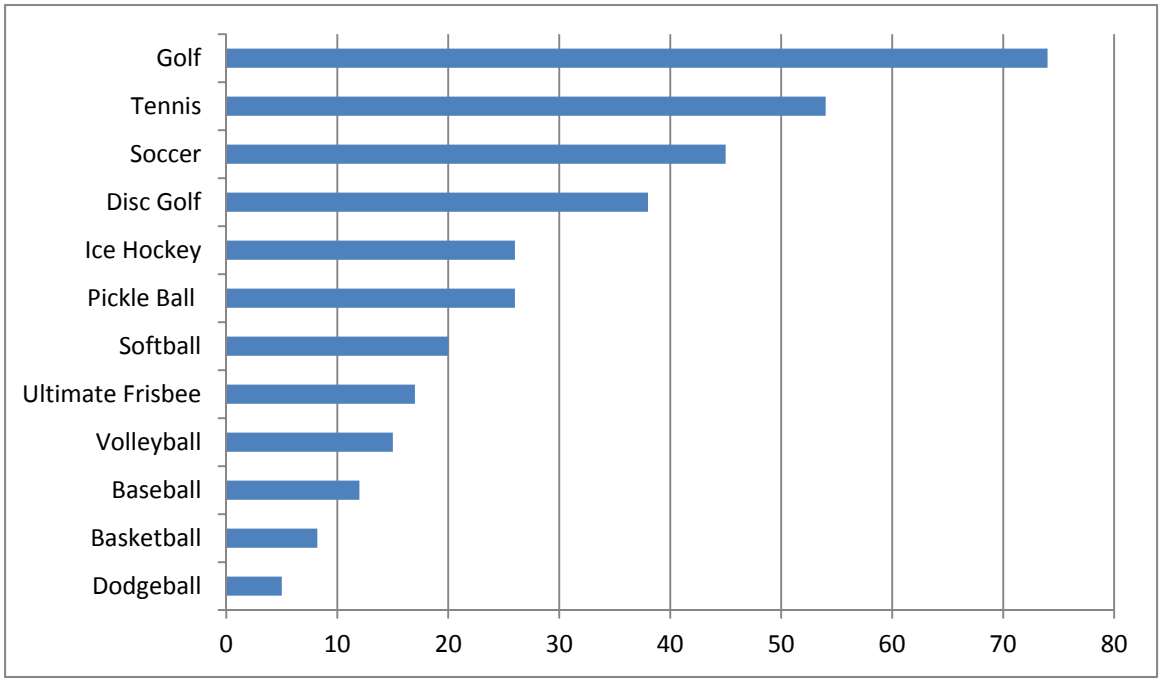
Figure 3.7: By percentage - Most Common Recreational Activities for Households with Seniors (65+)



10. Competitive Sports

According to the survey, golf and tennis were the most popular competitive sports while soccer was the most popular team sport. Lacrosse teams are using the Grouse Mountain soccer fields. This is becoming a more popular sport.

Figure 3.8 : Competitive Sports by popularity

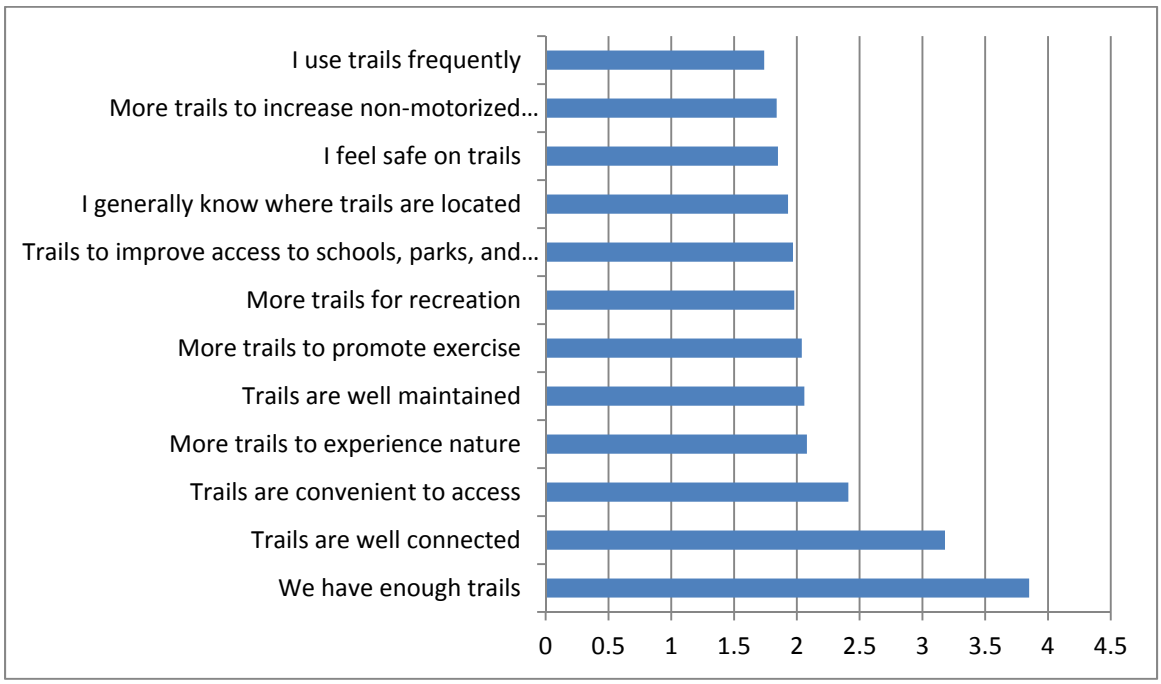


Softball field at Amory Park

11. Trails

The trail system includes both the bike and pedestrian trails in the city and the Whitefish Trails on state trust lands. The survey questions did not distinguish between these trails. In the following chart, the longer bars indicate that respondents were more likely to disagree with the statement. This chart indicates that most respondents used trails frequently, felt safe on the trails and generally knew where trails were located. Respondents also indicated that they were in favor of more trails for recreation, to improve access to schools and to promote exercise. Respondents were more likely to disagree with the statement that trails were well connected and also strongly disagreed with the statement that there were enough trails.

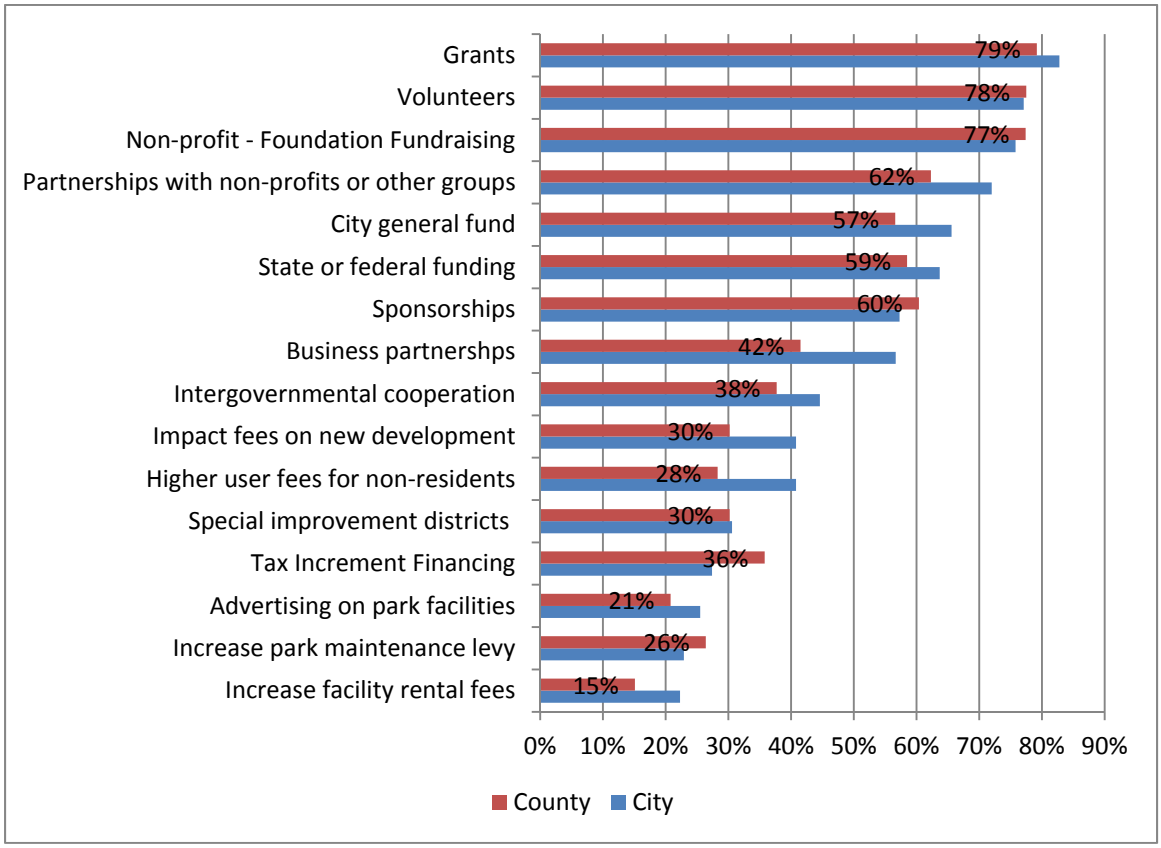
Figure 3.9: Trails



12. Funding Sources

The most popular funding mechanism for respondents, regardless of where they lived, were grants, use of volunteers and non-profit fundraising. City residents were more likely to prefer partnerships with other groups and businesses as well as use of the city general fund for parks. Increase in facility rental fees, increasing the park maintenance levy and advertising on park facilities were the least popular funding choices.

Figure 3.10: Preference for Funding(listing percentages on bars is redundant)



B. Stakeholder Groups

In the fall of 2012, the city staff and consultant team met with the following stakeholder groups.

- Dog Park Committee
- Ice Den Committee
- Bike and Ped Committee
- Planning Board
- Business Groups
- Public Agencies
- Recreation Groups
- Tree Committee
- Whitefish Legacy Partners

Each group identified current needs, potential areas for coordination and opportunities for expanding the park and recreation system. Funding of the park and recreation was a common concern among all of the groups. Meeting demands of a growing population over a 20-year planning period was an additional concern. The stakeholder groups also discussed that park and recreation objectives for fitness and conservation. Meeting notes from each of the stakeholder groups is included in the appendix.

IV. Organization

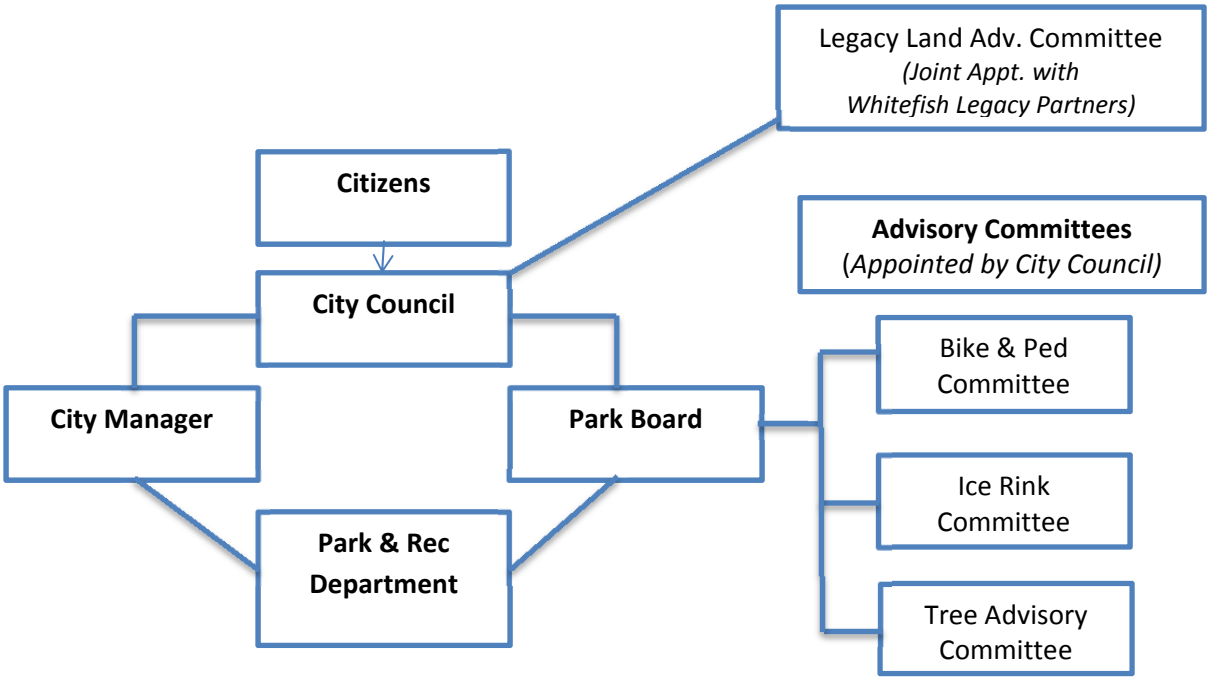
A. Governance

According to the City of Whitefish budget, the purpose of the Whitefish Parks, Recreation and Community Services Department is to maintain the parks, trails and property owned by the City, operate community facilities, provide recreational programs, and provide other beautification and community services as needed. The objectives of the Parks, Recreation and Community Services Fund are to:

(1) maintain and, operate various City park and recreation facilities and program services.
(2) provide a series of recreation programs and special events
(3) provide maintenance for boulevard trees and pre-planting administration
(4) maintain the Hwy. 93 right-of-way landscape, and provide weed spraying services on City property and right-of-ways as needed
(5) provide other general beautification and community services as needed.

The Whitefish Park Board is appointed by the City Council and advises the Park and Recreation Department on policy and operational matters. The Park Board meets the second Tuesday of every month at 7:00 p.m. There are also several Advisory Committees that provide input to the Park Board. The City Council appoints members of the Advisory Committees. A Park Board representative is on each committee. Following is an organizational chart for the Park & Recreation Department.

Figure 4.1: Organizational Chart



B. Staffing & Budget

1. Staffing

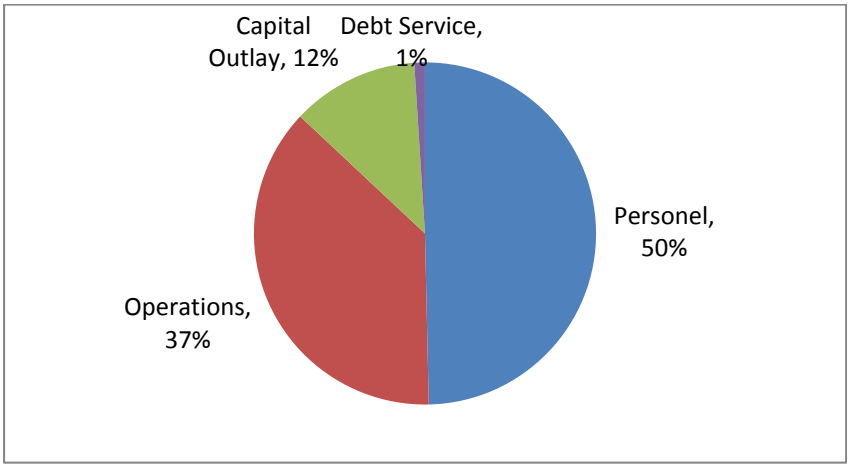
The City of Whitefish organization chart indicates that the Whitefish Parks, Recreation and Community Services Department is budgeted for eight full time positions. According to the National Recreation & Parks Association (NRPA), the average staffing level for communities with less than 20,000 populations is 7.45 full time employees. Whitefish has eight full-time park and recreation employees as well as part-time and seasonal employees for the recreation programs and ice rink maintenance. Although it may appears that staffing levels for Whitefish are comparable to national averages for park and recreation functions, the NRPA notes that there may be variation from the standards based on department responsibilities, seasonal fluctuations and programming, In Whitefish, for example, the Parks, Recreation and Community Services Department also maintains all undeveloped city property, trees and shrubs in the right-of-way and the grounds for the library, O'Shaunessey Center, water treatment plan, and wastewater treatment plant. Whitefish parks also have high usage from visitation. These additional functions may require a higher level of staffing than what the national standards would suggest. The current full time positions are listed below:

- Director
- Administration Assistant
- Recreation Coordinator
- Park Superintendent
- Recreation Facilities Manager
- Park Foreman
- Custodial
- Parks Maintenance

2. Expenditures

According to the City of Whitefish 2013 Budget, 50% of the Park and Recreation expenditures were for personnel costs. This is slightly less than the national average of 56% for communities with less than 20,000. Operations cost comprised 37% of the budget and were comparable to national averages. Projected capital outlays in 2013 comprised 12% of the budget and exceeded the national average of 6%. This capital outlay budget, however, varies from greatly from year to year. Overall, expenditures for the City of Whitefish appear to follow national trends.

Figure 4.2: Whitefish Park & Recreation Projected Expenditures – 2013



Source: City of Whitefish Budget – 2013

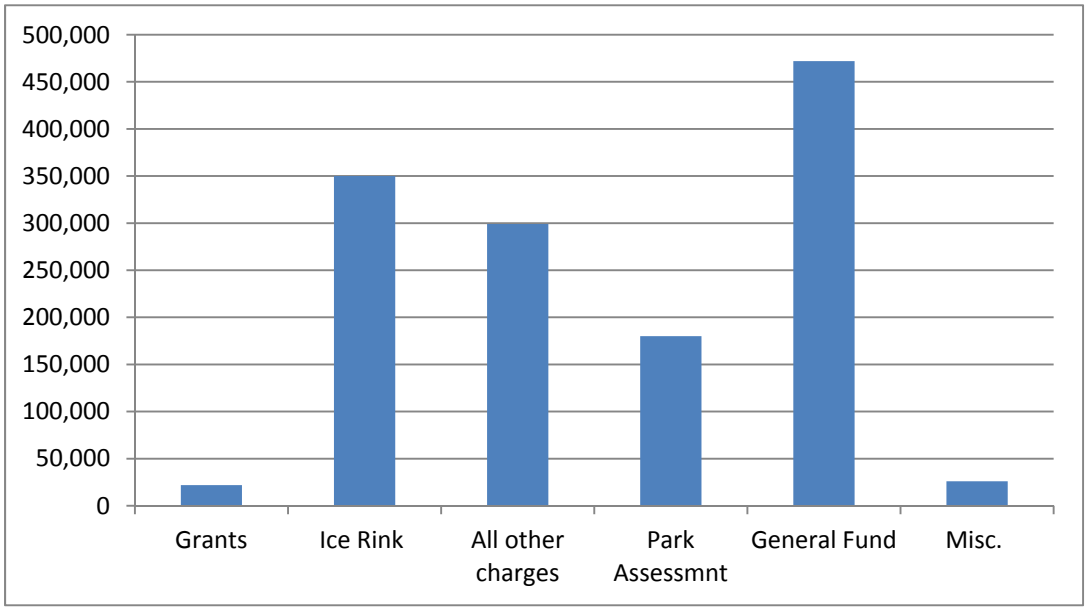
3. Revenues

Analysis of the 2013 budget indicates that fees collected for recreational programs such as youth sports, adult sports, summer camp and the after school program do cover the cost of operating the programs. Although the ice rink represents the largest expense operational expense for the Parks, Recreation and Community Services Department, entry fees, rentals and concessions from the ice rink generally cover the operating cost for that facility. This revenue stream does not, however, cover the capital outlays for repairs and outlays to the ice rink. The 2013 budget projected a $150,000 capital outlay for the ice rink.

Park maintenance accounts for the second largest expenditure. A greenway assessment and transfer from the general funds (property tax) are the primary source of funds for maintenance. Facility rentals income from the Armory, Saddle Club, City Beach Gazebo and use of other park facilities is projected at $13,550 in the 2013 budget. Revenues from these facilities comprise only 4.5% of the revenue stream from the total charges for services -not including the ice rink. The percentage of revenue from facility rentals was significantly lower than the NRPA national average of 14.2%.

Revenue from grants varies from year to year ranging from only $750 in grants in 2012 to $59,759 in grants in 2011. According to the community survey, funding through grants received the highest ranking as a preferred funding mechanism yet represents a small part of revenues.

Figure 4.3: Projected Revenues – 2013 Budget



Source: City of Whitefish Budget- 2013

Note: Misc. includes Program Guide revenues, donations, special assessments ….

4. Tax Increment Fund

Section 7-15-4282 MCA authorizes the use of Tax Increment Financing for Urban Renewal purposes. Resolution 87-3, establishing the Whitefish Urban Renewal Plan, was adopted by the City Council on May 4, 1987. The Tax Increment Finance district is projected to expire in 2020. In 2013, Tax Increment Fund expenditures for parks include:

- Sky Park Bridge - $600,000
- Depot Park - $525,000
- Riverside Park Trail Lighting - $10,000

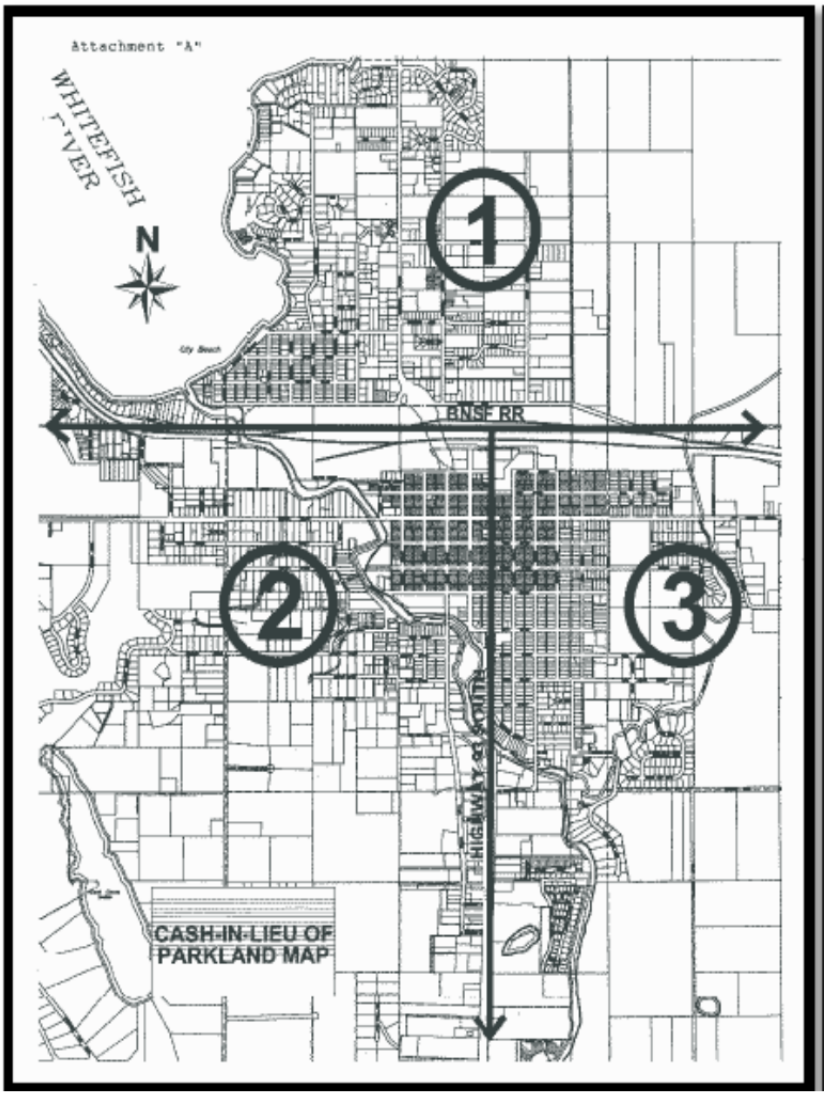
5. Whitefish Trail Fund

The purpose of the Whitefish Trail Fund is to provide budget authority to support efforts to design, construct and maintain the Whitefish Trail network on State Trust Lands, private land and federal land. Funds provided to the effort are primarily through private contributions. Local resident Michael Goguen contributed a $3,000,000 donation in 2008 as part of a three-way land trade and trail development project. Part of the contribution was used to establish a permanent endowment to fund maintenance of the trail. This fund is a restricted trust fund and expenditures are limited to the purposes of the trust fund.

6. Land Acquisition Fund

The Parkland Acquisition and Development Fund is a capital fund designed to accommodate the purchase of parkland and enable park improvement projects funded through contributions, grants, and payments made in lieu of park land dedication requirements. Authority for the Parkland Acquisition and Development Fund derives in the Montana Subdivision and Platting Act, specifically Section 76-3-621 (5) MCA. In order to comply with the proximity requirements of the law, the City has designated three quadrants in the City where the funds are spent(Resolution 07-10). The Whitefish budget for 2013 indicated that the fund had $411,332 and that projected expenditures for the year would use all of these funds. The majority of the expenditures are designated for trail improvements in the City. The subdivision regulations contain standards for accepting park land dedications.

Figure 4.4: Park Acquisition Areas



C. Programs

1. Recreation

Public skate sessions at the Stumptown Ice Den have the highest participation rate. The summer day camp and the afterschool programs each attract more than 2,500 participants. Recreation programs are primarily targeted to competitive sports activities. According to the community survey, there is a demand for fitness activities, outdoor recreation activities and programs targeted to seniors. The survey comments also expressed an interest in new recreational sports such as pickleball and folf.

Table 4.1: Participation in Recreational Programs

Activity - Stumptown Ice Den	#	Participant Days
Youth Hockey (Glacier Hockey Assoc.) (Ages 5-18)	150	
Whitefish Figure Skating Club	25	
Adult Hockey (Men & Women)	350	
Glacier Nationals Junior Hockey	25	
Public Skate Sessions (approx. 75 dates)		11,100
Learn to Skate	165	
Whitefish Curling Club	60	
Stick and Puck (140 Dates)		1,400
Recreation Programs		
Adult Softball (12 teams)	180	
Adult Soccer - Co-Rec Men's	33 75	
Youth Flag Football	35	
Youth Basketball	105	
Tennis Lessons (summer)	90	
Youth Sports Camps (Total) Soccer Tiny Dawgs Mini Dawgs	140 100 15 25	
Skatefish	26	
Summer Day Camp		2,560
After School Programs		2,700

Source: Whitefish Park and Recreation Department - 2013

2. Trails

The Park and Recreation Department is responsible for maintaining bike/pedestrian trails in the city. "Fish Trails" is the name of the pedestrian bike path system within the town of Whitefish. At present there are about 12 miles of trails in the Fish Trail system. (See map in Chapter 5) The Trail Maintenance budget for 2013 was $35,935. Funds for new construction of these trails come from a variety of sources including the, Tax Increment Fund and Federal Highway Funds. In the past, the city has utilized Community Transportation Enhancement Program (CTEP) funds and other grants to build trails. In the past, a community group called Fish Trails also conducted fundraising for the trails system.

3. Maintenance

The Park and Recreation Department is responsible for maintenance of all city parks and properties. Maintenance activities include landscaping, weed control, building maintenance, upkeep of park and equipment and athletic facilities. The City has partnerships with several organizations that maintain and operate special use facilities such as Smith Fields, Glacier Twins Stadium and the Whitefish Lake Golf Course. The city is responsible for maintenance of the Ice Den. The park maintenance shop is located on Moneghan Road. The Park and Recreation Department administrative offices are located in Depot Park.

4. Urban Forestry

The Whitefish Parks, Recreation and Community Service Department is also responsible for maintaining the city's urban forest. The urban forest includes trees located within the city parks and on city properties as well as street trees within the city right-of-way. The City has a Tree Advisory Committee which advises staff and City Council on matters related to the urban forest. The City manages the forest in conformance with standards established by Arbor Day Foundation -Tree City USA program.

Figure 4.5 Street Trees in Whitefish

D. Partnerships

Increasingly, park and recreation departments across the country are relying on partnerships with other government agencies, civic organizations, non-profit groups and private businesses to accomplish the goals of the plans. Partnerships can create cost efficiencies through pooling resources, sharing costs, and joint programming. Multiple partners can generate a broader base of community support for projects. Grant makers are more likely to fund projects that are leveraging community resources from several partners. The City already has established a number of successful partnerships with a variety of organizations. Additionally, a number of potential partnerships and collaborations were identified during the planning process.

Table 4.2: Partnership Opportunities

Organization	Comments
Fish Trails	Community group. Fundraising for trails. Bike Week.
Flathead County Health Dept.	Fitness programs. Champion for Healthy Kids Grant (General Mills), Let's Move program, Healthy by Design.
Flathead County Park & Rec	County Parks on Whitefish Lake. Coordinate on bike/pedestrian trail planning.
Flathead County Planning - Trails Program	CTEP Grant Program.
Flathead Fat Tire	501(c)(3). Involved in dirt jumps at Amory Park. Working with Whitefish Trails to build, maintain and patrol trail system at Spencer Lake.
Glacier Twins	Fundraising for Glacier Twins Stadium Project to build new grandstand at Memorial Park. Manages & Operates stadiums.
Heart of Whitefish	Coordinates on events – Farmers Markets & Implementation of Downtown Plan.
Montana Dept. of Natural and Resource Conservation	Manages state trust land around Whitefish. Coordinates on Whitefish Trail system. Participates on Legacy Lands Advisory Committee. DNRC Urban Forestry Grants.
State of Montana Department of Fish, Wildlife & Parks	Recreational Trails Program. Operates two state parks in the planning area with access on Whitefish Lake. City input on goals for State Comprehensive Outdoor Recreation Plan.
North Valley Hospital	Wellness program – Plane Tree. Trails on hospital property. Community Health Assessment.
Project Whitefish Kids	Manages Smith Fields and operates sports programs.
Skatepark	Fundraising for skate park.
The Wave	Coordinates on programs with Parks and Recreation Department . There is a need for fitness programs for school age youth. O'Brien Park potential for programs. Climbing wall is a possibility.

Great Northern Veterans Peace Park	Connect to trail system. Events. Potential future amphitheater. Public-private partnership.
Volunteers	Board members, advisory groups, volunteer coaches, assist at special events. Potential adopt-a-park.
Whitefish Animal Group (W.A.G.)	Fundraising and planning for Dog Park. Sponsors events at parks. Volunteer clean-up/maintenance.
Whitefish Chamber of Commerce	Special Events in parks. "Clean the Fish" trash pick-up event.
Whitefish Community Center	Coordinate on senior programs, senior volunteers
Whitefish Convention and Visitor's Bureau	Produce and distribute maps and information to visitors about trails and parks in Whitefish.
Whitefish Curling Club	Curling league at Ice Den.
Whitefish Figure Skating Club	Coordinates on programming.
Whitefish Hockey Assoc.	Coordinates on leagues and programming.
Whitefish Housing Authority	Maintains trail along river adjacent to Mountain View Manor. Coordinates on senior programming.
Whitefish Lake Institute	Manages Averill's Viking Creek Wetland Preserve. Includes trails and interpretive areas. Coordinates on trailhead at Crestwood Park. Coordinates on water quality issues for parks on Whitefish Lake and Whitefish River. Potential to assist in land acquisition & grants for water quality. Program with High School students to volunteer on planting vegetation and testing for water quality.
Whitefish Lakes Golf Association	Leases land from city for golf course. Nordic skiing in winter. Partner with Whitefish Nordic Club on trail grooming.
Whitefish Legacy Partners	Constructs and operates trail system on State Trust Land. City is the easement holder. Funding partner.
Whitefish Library	Coordinate on special events in Depot Park. Can provide meeting space. Distributes information about programs.
Whitefish Mountain Resort	Manages and maintains their own trail system. Coordinates on rec programming.
Whitefish School District	Safe Routes to Schools. Fifth grade ski program. After school programs at Muldown – possibly expand at middle-school. Ropes Challenge Course. High School students looking for volunteer opportunities. Coordinates on rec programming for high school age. Coordinates on improving tennis courts at Memorial Park. Coordinates on incorporating healthy living principles in programs. Whitefish Care program. Football games at stadium at Memorial Park. Joint use of facilities.

V. Needs Assessment Analysis

A. Park Classifications

Park Classification Types are assigned to each inventoried facility. The park classification descriptions are based on National Recreation and Park Association descriptions and customized to reflect the unique qualities of the Whitefish. The term 'Park' is used to refer to physical systems. Parks are typically open, accessible land areas with both structured and unstructured outdoor activities occurring in them. The inventory includes parks within the City of Whitefish and in the surrounding planning area. In order to assess the level of service that is provided, parks owned or operated by city, county, state agencies are included in the inventory. Some park and recreation facilities are operated in partnership with non-profit entities and these are included as well. Following is the classification system used for this inventory.

Pocket Parks: Pocket Parks, mini-parks, tot lots, and children's playgrounds are small, single-purpose play lots generally less than two acres in size. They are generally located within ¼ mile of a residential area, provide some passive open space for local residents and provide a small amenity where there is limited land for a larger park. Park features usually include a small open grass area and may include a children's playground or a picnic area.

Neighborhood Parks: Neighborhood parks are a combination playground/park designed primarily for non-organized recreation activities. Located within walking and bicycling distance of most users, they are generally moderate in size (about 3-10 acres) and serve people living within walking distance of about one-half mile of the park. Neighborhood parks provide access to basic recreation opportunities for nearby residents, enhance neighborhood identity and preserve open space. Facilities typically found in neighborhood parks include playgrounds, picnic tables and benches, trails, open grass areas/information play areas, basketball courts and tennis courts.

Community Park: A community park is a larger park that provides active and structured recreation opportunities primarily for young people and adults. These parks may range in size from 25 acres up to 100 acres. Community parks have a larger service area of approximately a one to two mile radius around the park. Community parks typically include facilities to support large group activities, and most often include sports fields. Also, they are large enough to allow for passive recreation opportunities as well as individual and family use. Community parks may provide swimming pools, community gardens, or indoor facilities to meet a wider range of recreation interests. As a result, they require support facilities, such as parking and restrooms.

Sports Complex: Sport complexes are athletic facilities that include parking lot area, drinking water,lighting, multipled organized ball fields, sourts and bathrooms. They serve people from the city and county. A minimum size of at least 20 acres is recommended for optimum use. They are designed for active recreation use and are often managed in partnership with athletic associations and other user groups. Athletic fields and facilities can be used for a variety of sports so as to be inclusive of more participants.

Special Use Park: This park classification covers a broad range of parks and recreation facilities oriented toward single-purpose uses, such as a nature center, aquatic center, equestrian facility, arboretum, campground and golf course. These parks serve a broad cross section of the community. Often these parks offer fee-based activities and may or may not be public parks. The size of these parks is dependent on facility requirement and specific uses. Special use park and recreation facilities may also include cultural/heritage features or attractions.

Figure 5.1: City Beach

Natural Areas/Open Space: This type of park that may include environmentally sensitive lands, steep terrain, forested areas, water bodies, flood plain and other natural areas that are only minimally developed and may serve as conservation areas, educational and wildlife watching opportunities. The size range of this park type varies but should be linked to other open spaces and parkland to maintain park system connectivity. Trails, wildlife viewing areas and other amenities can be integrated to provide passive recreation opportunities.

"There are no specific standards for how much conservation land a community ought to have. Instead, it is dependent on the number and quality of natural and historical resources in the area, public desire to preserve these valuable sites, and the willingness of the elected body to provide funds for their preservation." Park, Recreation, Open Space and Greenway Guidelines, National Recreation and Park Association.

Linear Park: Linear parks and trails provide non-motorized transportation and recreation opportunities and connect parks, open spaces and other areas with greenways to form a cohesive park system. Linear Parks may be in a healthy, natural state or developed landscape areas and other lands that follow corridors such as active or abandoned rights-of-way, creeks, canals, power lines and other linear, elongated features. These parks may compose portions of a system of green infrastructure and serve as links from one park to another.

Water Access Park: Water Access Parks range in size from small to large sites. These parks can include road rights-of way, riparian areas, or be a component of other park types, like a regional park and others described in this chapter. This type of park is primarily designed to provide fishing, boat or swimming access. Often these parks inhabit environmentally sensitive areas. Planning, design and development should be conducted carefully to ensure the protection of natural systems, water quality and habitat.

B. Parks by Category

Table 5.1: Pocket Parks

Name	Size in Acres	Ownership	Comment
Kay Beller	0.6	City	Informal river access. Next to senior center. On the river trail. Planned trail expansion under bridge.
Soroptimist Park	0.8	City	Chemical free park. Update Play equipment
O'Brien Bluffs Park	1.0	City	Undeveloped. Concept plan completed.
Total	2.4		

Table 5.2: Neighborhood Parks

Name	Size in Acres	Ownership	Comment
Baker Park	1.5	City	Aka Kiddie Park, play equip. River access
Riverside Park	3.9	City	River access. Tennis courts. Pond. Trail access
Memorial Park	9.5	City	Stadium, tennis courts, play equip, basketball
Crestwood Park	2.5	City	Undeveloped
Total	17.4		

Table 5.3: Community Parks

Name	Size in Acres	Ownership	Comment
Amory Park	29.3	City	Softball fields, dog park, skate park, bike jump, Armory Building. Master Plan adopted.
Total	29.3		

Table 5.4 : Natural Area Parks

Name	Size in Acres	Ownership	Comment
Averill's Viking Creek Wetland Preserve	28.82	Whitefish Lake Institute	Wetlands, trail, preserve
Unnamed	0.344	City of Whitefish	North of Wisconsin Ave. & Reservoir Rd.
Iron Horse Conservation Easement/Trail	60	Private	No parking. Public easement for trail. No parking for trail.
Cow Creek Wetland Area	1.66	City	Not maintained by Park & Rec, natural drainage, wildlife corridor
Total	90.82		

Table 5.5: Sports Complex

Name	Size in Acres	Ownership	Comment
Smith Fields Sports Complex	39.1	City leases to Project Whitefish Kids	Baseball, soccer, softball, play equip
Grouse Mountain Park	7.9	City/WGA	Tennis courts, soccer fields, restroom
Total	47.0		

Table5. 6: Special Use Facility

Name	Size in Acres	Ownership	Comment
City Beach	2.6	City	Lake access, beach, picnic area. Master plan should be updated. Limited parking.
Depot Park	1.9	City	Pond. Used heavily for events. Master Plan adopted by City Council.
Mountain Trails Park	4.3	City	Ice Rink, Saddle Club meeting space, sand volleyball
Total	8.8		

Table5. 7: Linear Park

Name	Acres	Ownership	Comment
Riverwood Park	4.4	City	Bike trail & River access
River Trails Park	3.5	City	Requires revegetation
Creekwood Park	4.5	City	Undeveloped
The Lakes Park	16.6	City	Linear park and Paved Trail, detention pond, River access
Rivers Edge Park	4.7	City	AKA River's Park
Total	33.7		

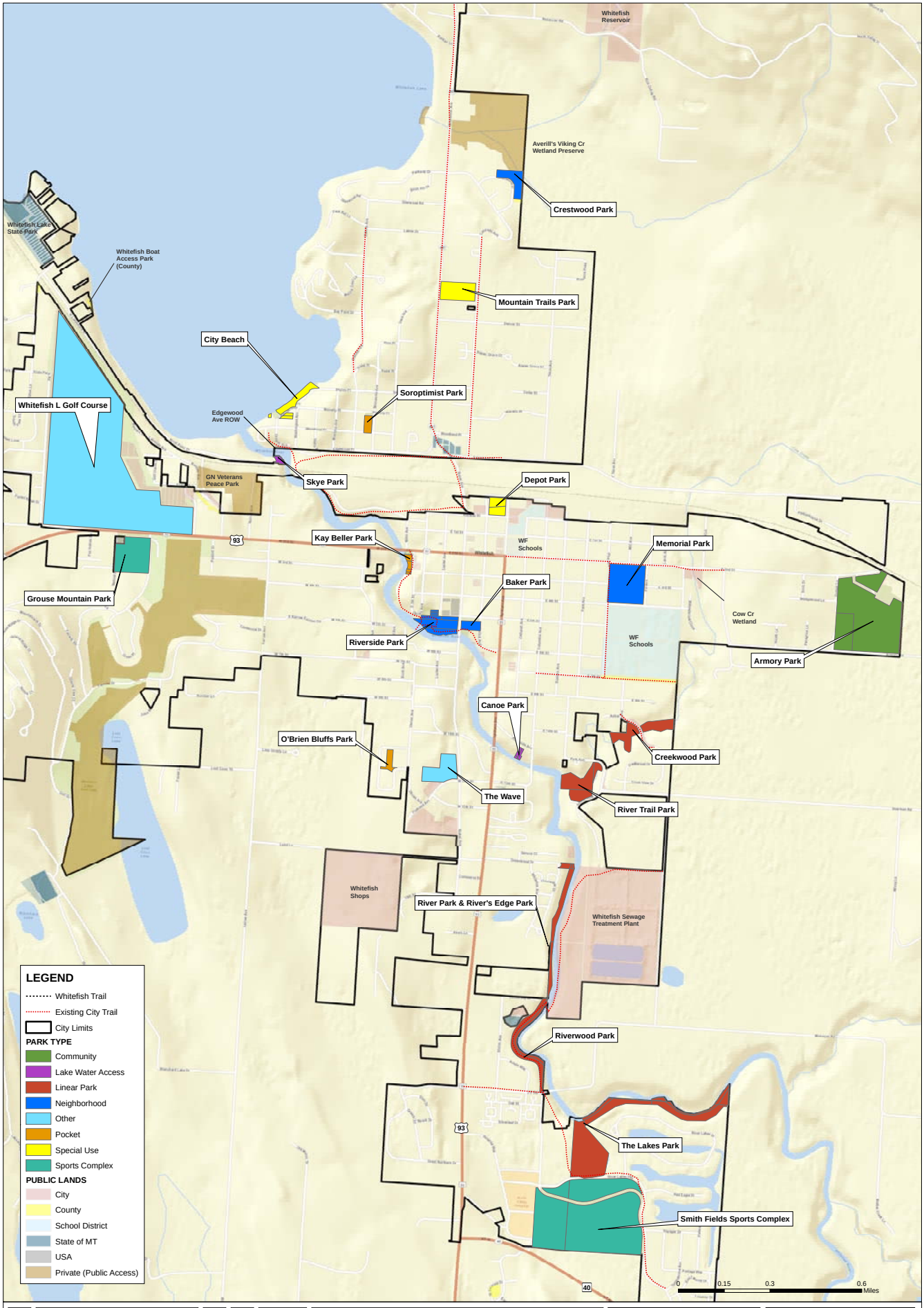
Table 5.8: Lake/Water Access

Name	Acres	Ownership	Comment
Samson Lake	< 1 acre	Private Subdivision	Lake access granted as part of subdivision approval. No parking. Walk-in access only.
Whitefish Lake Boat Access	<1 acre	County	Picnic area. Dock. Boat access & walk-in access
Blanchard Lake Boat Access	<1 acre	State	Boat launch. Parking.
Canoe Park	0.4	City	Undeveloped river access

Lazy Bay Boat Access	3.0	County	North side of Whitefish Lake. Parking. No facilities.
Skye Park	0.3	City	Undeveloped. River Access. Ped bridge planned.
Boat Club/Edgewood Ave ROW		City	Partial Development with the Skye Park Bridge & Trail project (2013)
Whitefish Lake Boat Access		County	Walk-in access from West Lakeshore Drive. Boat dock. Vault toilet. Picnic table. Handicap parking space.
Eagle Point Park		County	Undeveloped steep terrain. Not accessible. No parking.
Total	4.0		

Table 5.9: Other Recreation Facilities

Name	**Acres**	**Ownership**	**Comment**
Whitefish State Park	7.42	MT FWP	Campground. Lake access.
Les Mason Park	3.7	MT FWP	Beach – Picnic – Fee area
The Wave	5	City leases to non-profit	Fitness – Indoor pool – Gym Fee based
Whitefish Lake Golf Course	60 (north course)	City & WGA	36 holes. City owns north course leases to WGA
Veteran's Peace Park	7.4	Private	Undeveloped. Park in design phase. Access allowed by permission of owner.
Bike & Pedestrian Paths		City	Continue to work on connectivity



Sheet 2 of 3

CITY OF WHITEFISH
EXISTING PARKS
FACILITIES

Job #: 12-03

Date: 03/28/2013

N

WHITEFISH PARKS & RECREATION
MASTER PLAN

Map Data:

Parcel data from the Flathead County Cadastral dataset (10/2012) provided by the Flathead County GISD department, 800 S Main St, Kalispell, MT. Whitefish Planning Jurisdiction from the City of Whitefish. Whitefish Trail from the Whitefish Legacy Partners.

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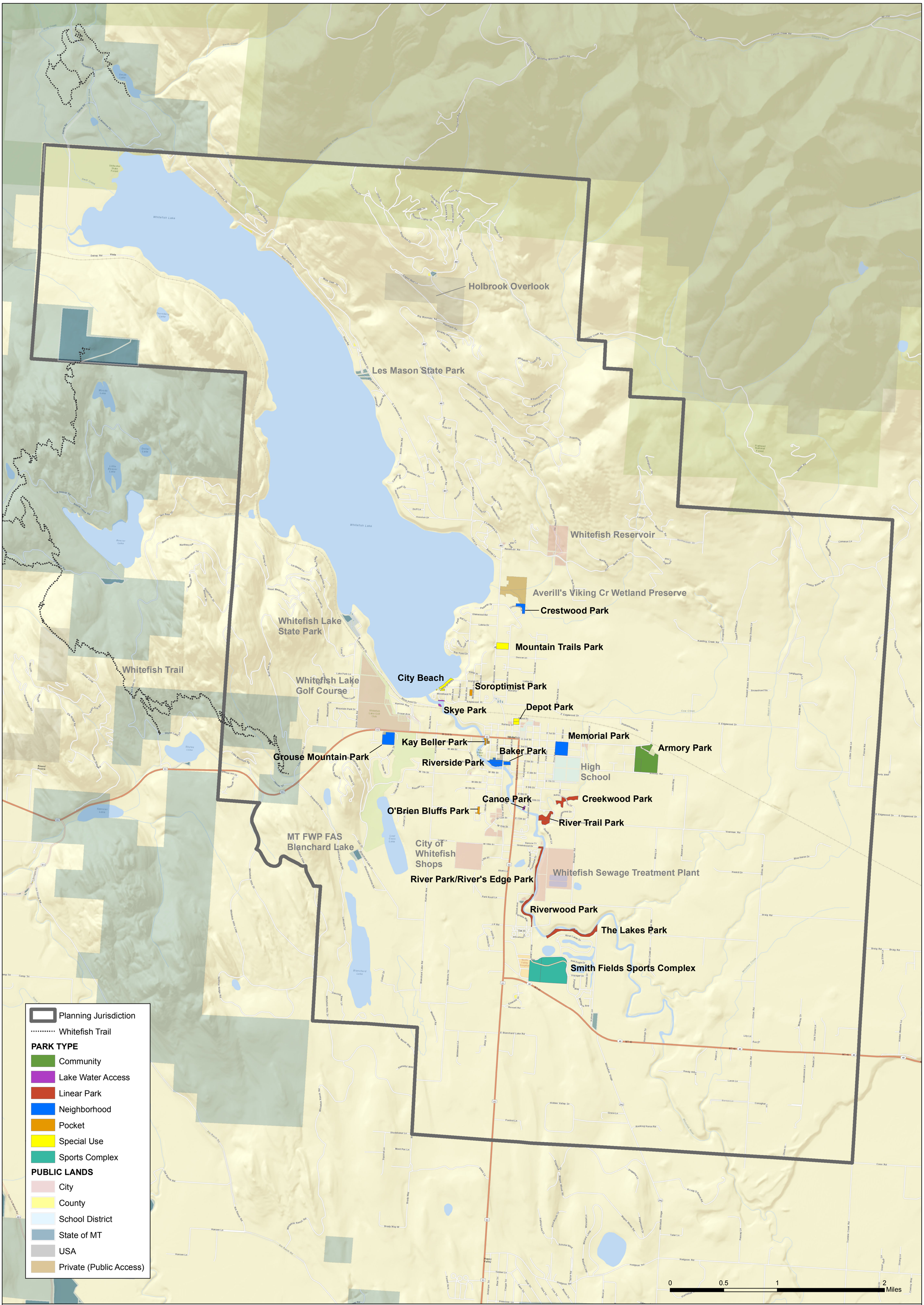

Sheet 1 of 3

WHITEFISH PLANNING JURISDICTION

Job #: 12-03

Date: 01/23/2013

N

WHITEFISH PARKS & RECREATION MASTER PLAN

Map Data:

Parcel data from the Flathead County Cadastral dataset (10/2012) provided by the Flathead County GISD department, 800 S Main St, Kalispell, MT. Whitefish Planning Jurisdiction from the City of Whitefish. Whitefish Trail from the Whitefish Legacy Partners.

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C. PER CAPITA ANALYSIS

A per capita analysis provides an indication of the level of service that is being provided based on the amount of park land compared to the population base. It is important to note that this is only one measure in a needs analysis and per capita figures must be considered along with other functional criteria. Additionally, national standards vary considerably. Unique community characteristics should be accounted for to determine the appropriate standard for each individual city. The per capita standards in the following table are compiled from a number of sources including the National Park and Recreation Association, American Planning Association and community park plans in Montana. The standards represent a range that can be used for comparison purposes. According to the following table, Whitefish currently does not meet per capita standards for pocket or neighborhood parks.

Table 5.10: Per Capita analysis

Park Classification	Existing Acres	Existing City (Acres per 1000 population)	Existing City & Planning Area (Acres per 1000 population)	Recommended Per Capita Park Guidelines (Acres per 1000)	Projected acreage or to meet per capita guidelines in 2030
Pocket	2.4	.37	n/a	0.5 – 1.0	4.5
Neighborhood	17.4	2.7	1.6	3.0 – 5.0	45
Community	29.3	4.6	2.7	4.0-5.0	60.5
Sub-totals	49.1				110
Sports Complex	47.0	n/a	n/a	20 acre min.	
Special Use	8.8	n/a	n/a	Varies per city	
Linear	33.7	n/a	n/a	Varies per city	
Total All Parks	138.6		21.8	10 acres	

Notes: 1. Compiled by Applied Communications -2012

2. Per Capita Standards – NRPA

3. Pocket park per capita needs based on city population

Figure 5.2: The play equipment at Baker Park was recently upgraded by the Whitefish Rotary

D. ATHLETIC FACILITY LOS

National benchmarks for athletic facilities are based on participation rates for each type of sport. These rates may vary from community to community. For example, a community that host tournaments typically has a higher proportion of athletic facilities than would otherwise be expected. Although well served by athletic facilities, Whitefish is a resort community and visitors put additional pressure on athletic facilities. The standards in Table 5.11, should be supplemented by public input to determine where there may be demand for facilities that exceed the national standards.

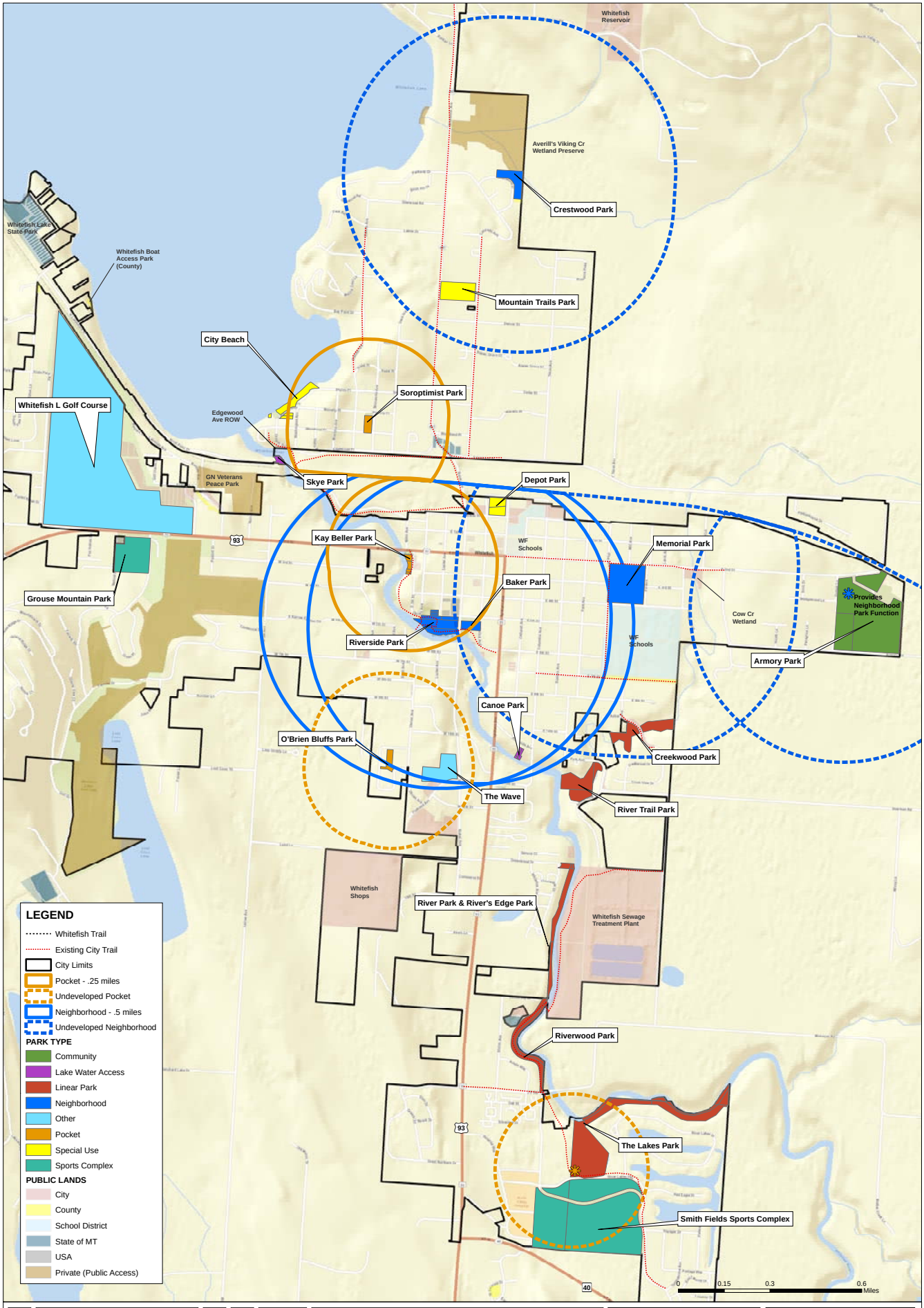
Table 5.11: Athletic Facility

Facility Type	#	Standard	Comment
Baseball –Little League High School	4 2	1 per 3000	Smith Fields host alsp tournaments.
Softball – Youth Adult	2 4	1 per 3000	Youth Fields – Smith Fields Adult Fields – Armory Park
Soccer Fields	12	1 per 6000	Exceed Standards
Tennis Courts	6	1 per 2000 to 3000	High school uses city tennis courts for tournaments. Meets Standards.
Basketball Courts	2	1 per 5000	Meets standards
Golf	36 holes	1 18 hole course per 50,000	Public course. Exceeds standards.
Swimming Pool	1 indoor	1 per 30,000	Membership at the Wave is required to use pool. City beach provides public swimming area in summer.
Skateboard Park	1	1 per community	Meets standards
Ice rink	1 indoor	1 per community	Meets standards but demand for ice time is exceeding capacity

Source: Compiled by Applied Communications. Standards compiled from park plans in Montana

E. Service Area Analysis

The service area analysis is a spatial analysis to determine if park and recreation facilities are conveniently located to all residential areas of the city. Service Area is measured as the radius from a park location outward in to the community. Neighborhood Parks are located within walking distance of the neighborhood residents. The Service Area for Neighborhood Parks is defined as a ½ mile distance uninterrupted by nonresidential roads and other physical barriers. Community Parks serve a larger area and may be reached by car, by bike or walking. Service Area for Community Parks is defined as a two mile distance. The National Recreation and Park Association recommends a system of neighborhood or pocket parks that are within convenient walking distance for all residents in order to address child health and obesity issues and eliminate "recreation deserts". The following service area maps shows that currently underserved areas are located in the Colorado St.-Edgewood Dr. area and the area south of Voerman Road. A park would also be necessary to serve potential future development south of 7th St./Karrow Ave. intersection. Some areas such as have parks that have been dedicated but are still undeveloped. These include Crestwood and O'Brien Bluffs. Fees for subdivisions within the service area of these parks may be a source of funding to improve these parks.



Sheet 3 of 3

LEVEL - OF- SERVICE

Job #: 12-03

Date: 03/28/2013

N

WHITEFISH PARKS & RECREATION MASTER PLAN

Map Data:

Parcel data from the Flathead County Cadastral dataset (10/2012) provided by the Flathead County GISD department, 800 S Main St, Kalispell, MT. Whitefish Planning Jurisdiction from the City of Whitefish. Whitefish Trail from the Whitefish Legacy Partners.

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F. FUNCTIONAL ANALYSIS

Analyzing the need for parks according to function provides a community with a way to assess if the park system contains all of the components to meet the various open space and recreation needs of the community. The following table identifies the various park functions and groups parks accordingly. According to this analysis, the park system supports most of the critical functions but many facilities are overcrowded or outdated. Additionally, the community survey noted the need for restroom facilities in the parks.

Table 5.12: Functional Analysis

Function	Parks or Rec Areas	Comments
Play Park – Playground	Soroptimist Park, Baker Park, Memorial Park	Equipment at Memorial Park and Soroptimist is outdated
Sports park – Ballfields, organized sports	Grouse Mountain Park, Memorial Park, Smith Fields, Armory Park, Ice Rink	Smith Fields & Memorial Park operated in partnership with athletic groups
Passive – Gardens, formal landscape, picnic areas,...	Kay Beller, Depot Park, Baker Park, City Beach	Picnic tables at Kay Beller. Shelters at Baker Park & City Beach
Festive – Events group gatherings	Depot Park, Armory, Mountain Trails Park	Depot Park used for outdoor concerts & farmers markets but overuse is damaging turf. Indoor facilities at Amory & Mountain Trails parks but both facilities need upgrades.
Plaza – Urban design features	Depot Park	Master Plan adopted
Heritage – Museum, Interpretive Center	Stumptown Historical Museum	Non-profit operates museum. Some interpretive signs in parks but there are opportunities to expand signage.
Conservation – Wetland	Averell Wetland preserve & misc. natural park areas	Maintained by Whitefish Lake Institute(privately owned).
Water Access – Fishing, boating, swimming	Riverside Park, City Beach, & miscellaneous undeveloped sites	Overcrowding at beach & lack of parking. Bank erosion at Riverside park. Many water access sites re undeveloped. Water sites offer an opportunity to develop a canoe trail.
Alternative Recreation (Skateboard, Disc Golf, bike jump, rock climbing …)	Armory	Skateboard, bike jump. Proposed climbing area for O'Brien park. Interest expressed in developing folf and other alternative sports.
Connectors – Trails	Whitefish Bike & Pedestrian Path System	Gaps in trail connections. Bike & Pedestrian Master Plan has been adopted by City
Fitness – Gym, exercise equipment	The Wave	Fee based. City leases land to non-profit. Other private gyms
Dog Park	Armory	Planned expansion and access to pond.
Wilderness-Hiking – Camping – Wildlife	Flathead Forest, State Park & State Trust Lands Undeveloped water access sites	Whitefish Trails on State Trust Land. City holds easement and land use license to build and maintain trails

G. Accessibility Analysis

The following tables indicate that almost each of the city parks have some shortcomings (various degrees of accessibility) regarding accessibility. These may range from insufficient parking, lack of facilities for people with limited mobility, or limited access from the street. The analysis only includes city facilities and does not evaluate other recreation facilities.

Table 5.13 : Accessibility Analysis

POCKET PARKS	Road Access	Parking Access	ADA	Pedestrian Access
Kay Beller	Road frontage	Off-street parking	ADA access from parking area to trail and boardwalk/river overlook	City bike/ped trail
Soroptimist	Road frontage	On-street parking	Needs improvements	Road Frontage

NEIGHBORHOOD PARKS	Road Access	Parking Access	ADA	Pedestrian Access
Baker	Road frontage	On-street parking	ADA access to restrooms, playground areas, & picnic shelter	Sidewalks & City bike/ped trail
Riverside	Road frontage	Off-street parking	Handicap parking spaces, ADA asphalt trails	Sidewalks & City bike/ped trail Trail needs repair
Memorial	Road frontage	On-street & off-street parking	Needs improvements	Sidewalks & City bike/ped trail (only on north and west side of park)

COMMUNITY PARKS	Road Access	Parking Access	ADA	Pedestrian Access
Armory	Road frontage	Off-street parking. gravel parking area	Handicap parking, ADA sidewalks & trail, Dog Park – ADA trail	Proposed City bike/ped trail connection

SPECIAL USE PARKS	Road Access	Parking Access	ADA	Pedestrian Access
City Beach	Road frontage	Off-street parking	Handicap parking spaces; ADA trails and access to	Sidewalks & City bike/ped trail

			restrooms, concessions, and gazebos	
Depot	Road Frontage	On-street parking, overflow parking area to east	Handicap parking spaces on-street	Sidewalks
Mountain Trails	Road frontage	Off-street parking	Needs improvements	City bike/ped trail
Smith Fields Sports Complex	Road frontage	Off-street parking	Handicap parking, ADA trails	Sidewalks
Grouse Mountain	Road frontage	Off-street parking	ADA access to restrooms/rest area and tennis courts	Future access from proposed City bike/ped trail

LINEAR PARKS	**Road Access**	**Parking Access**	**ADA**	**Pedestrian Access**
Riverwood Park	Limited, from cul de sac	None	Future ADA trail from cul de sac to trail	City bike/ped trail

UNDEVELOPED/	**Road Access**	**Parking Access**	**ADA**	**Pedestrian Access**
Canoe	Road frontage	None	N/A	None
Creekwood	Road frontage	None	N/A	Paved trail
Crestwood	Road frontage	None	N/A	None, but trail connections have been proposed
The Lakes	Limited road frontage	None	N/A	None, but trail connections have been proposed
O'Brien Bluffs	Road frontage	None	N/A	None
River Trail	Limited road frontage	None	N/A	None
Rivers Edge/River Park	Limited parking on Greenwood Court	None	N/A	Trail access at Greenwood Court
Skye	Limited	None	N/A	None

H. Condition Analysis

The City-owned parks in Whitefish are maintained by the Whitefish Parks, Recreation and Community Services Department, athletic associations, and service organizations. The Parks, Recreation and Community Services Department primary maintenance duties include mowing, weeding, irrigating, trash removal, and snow plowing.

The table below is a compilation of comments from the Parks & Recreation Staff, observation by Consultants, and from public input. This condition analysis for each park was conducted in regards to safety, accessibility and conformance with weed ordinances. Some concerns that should be evaluated include:

SAFETY

1) Aging trees, dense vegetation, older play equipment, broken sidewalks and trails, and proximity to vehicular traffic influence the real and perceived safety for park users.

2) Older play areas need to be evaluated for conformance with current playground safety requirements and playground design objectives. References to use for this evaluation include:

- U.S. Consumer Product Safety Commission, Public Playground Safety Handbook, http://www.cpsc.gov/cpscpub/pubs/325.pdf
- National Program for Playground Safety, University of Iowa, www.playgroundsafety.org
- ADA Accessibility Guidelines (ADAAG) for Play Areas, http://www.access-board.gov/play/index.htm
- International Playground Equipment Manufacturers Association (IPEMA). IPEMA provides third party Product Certification services for U.S. and Canadian public play equipment and public play surfacing materials in the U.S. www.ipema.org
- 'Boundless Playgrounds', a national non-profit dedicated to helping communities create barrier-free playgrounds; and
- 'Center for Creative Play', a national leader in the design and development of all inclusive play environments, with a mission of promoting the importance of play for all children.

Table 5.14 : Condition Analysis

POCKET PARKS	Maintenance	Vegetation	Condition/Upgrades
Kay Beller	City Parks Dept.	Lawn area; riparian area; naturalized plantings	Weed control needed in naturalized planting areas; Erosion control required at shoreline/river access area
Soroptimist	City Parks Dept.	Lawn area; shade trees minimal shrub plantings	Existing play equipment and fall zone area needs to be upgraded to conform to current safety regulations

NEIGHBORHOOD PARKS	Maintenance	Vegetation	Condition/Upgrades
Baker	City Parks Dept.	Lawn area; shade trees, shrub hedge	Trees are in various states of health
Riverside	City Parks Dept.	Lawn area; shade trees; riparian area; naturalized plantings	Paved trails are in poor condition. Tennis courts need rebuilding. Pond needs dredging & weed control.
Memorial	City Parks Dept.	Lawn area; shade trees; minimal shrub plantings	Play equipment is outdated. Basketball court needs resurfacing; streetscape improvements on east and south sides of park. Replace tennis courts.

COMMUNITY PARKS	Maintenance	Vegetation	Condition/Upgrades
Armory	City Parks Dept.	Lawn area; shade trees; ornamental landscape around Armory building	Armory building needs floor improvements & HVAC system; improved drainage for ball fields; restrooms & concessions. Dog Park needs improved drainage & pond expansion.

SPECIAL USE PARKS	Maintenance	Vegetation	Condition/Upgrades
City Beach	City Parks Dept.	Naturalized plantings; riparian areas; lawn areas; shade & evergreen trees; shrub plantings	Lakeshore areas need stabilization, retaining wall improvements, develop dock & boardwalk system
Depot	City Parks Dept.	Lawn area; shade trees	See Depot Park Master Plan (Appendix X)

Grouse Mountain	City Parks Dept. maintains tennis courts, restrooms and irrigation system. Golf course mows soccer fields.	Lawn area; shade trees	City monument/entry sign reconstruction (with new landscape area)
Mountain Trails	City Parks Dept.	Lawn area; shade & evergreen trees; shrub plantings; small raised garden plot (summer camp)	Outdoor plaza is in disrepair. Saddle Club building needs remodel.
Smith Fields Sports Complex	Project Whitefish Kids (PWK) leases property and performs all maintenance work	Lawn areas; shade trees	PWK plans to replace play equipment & install safety surfacing/containment

LINEAR PARKS	**Maintenance**	**Vegetation**	**Condition/Upgrades**
Riverwood	City Parks Dept. & Fish Trails	Native & naturalized vegetation	Needs weed control

UNDEVELOPED/ OPEN SPACE PARKS	**Maintenance**	**Vegetation**	**Condition/Upgrades**
Canoe	None	Mowed lawn area, native & naturalized vegetation	Undeveloped
Creekwood	None	Native & naturalized vegetation	Undeveloped
Crestwood	None	Native & naturalized vegetation	Undeveloped
O'Brien Bluffs	None	Native & naturalized vegetation	See the Play Area Conceptual Design
River Trails	None	Native & naturalized vegetation	Undeveloped, forestry management required
Rivers Edge/ River Park	None	Dense native & naturalized vegetation	Trail needs maintenance and connectivity
Skye	None	Native & naturalized vegetation	Proposed bike/ped bridge & trail connections

I. Trails

The following map show the existing and proposed trails for the City of Whitefish. On the north end of town, the trail along Wisconsin Avenue starts from Edgewood (and the BN Loop) and goes north paralleling Wisconsin Avenue all the way to Houston Point providing much safer access to the Big Mountain Road and the ride to the head of Whitefish Lake. On the south end of the trail system, a bridge across the Whitefish River at the north end of the Rocksund section of the River Trail was completed in 2009. This section of trail continues along the east bank of the river along city property and connects to Monegan Road. Planned expansions to the trail system include extending the East Second Street trail from Armory Road to the WAG Dog Park, extension of trail west along U.S. 93 from Kay Beller Park to Spencer Lake and construction of the Sky Bridge to provide a connection over the Whitefish River near the City Beach trail segment

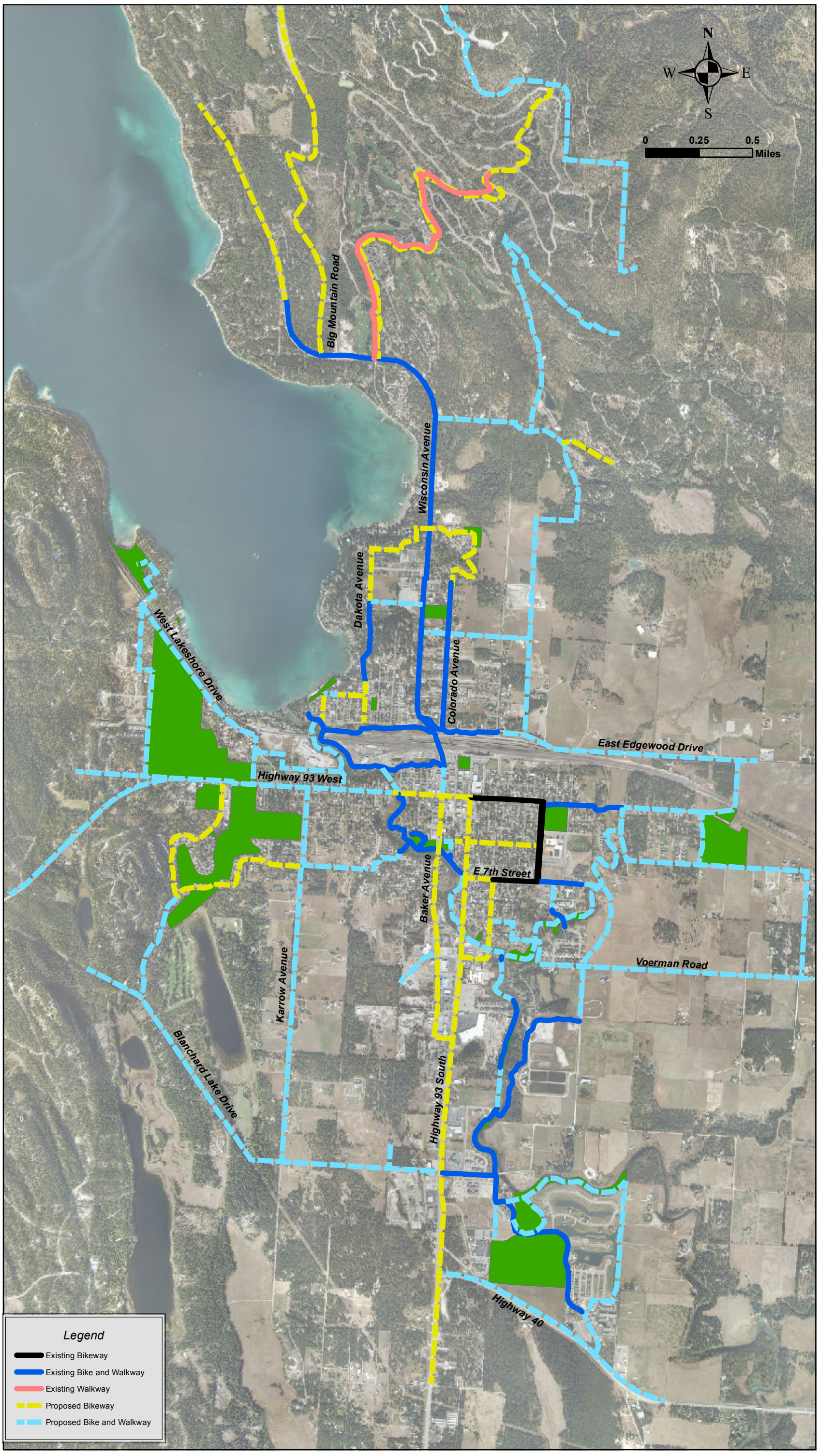
The City adopted the "Whitefish Bicycle and Pedestrian Master Plan" as part of the Transportation Plan over 10-years ago. Those involved in developing the plan include the City Council, the Whitefish Parks Board, the Whitefish Pedestrian and Bicycle Advisory Committee, the Whitefish School District, Cross Currents Christian School, Whitefish Chamber of Commerce, and Whitefish Housing Authority.

There is a need to update the Master Plan to reflect the improvements that have been made to the trail system since the original plan was adopted and to reflect new priorities. Completing the trail system to fill in gaps between existing trails and providing connectivity to schools, parks and recreation sites were a top objective of the community survey. There is also an opportunity to coordinate development of the trail system with the Safe Routes to Schools program, Whitefish Trails and other transportation improvements.

The Transportation Plan adopted in 2009 discussed the potential for non-motorized transportation to be part of a transportation demand management system. The Transportation Plan also recommended the bike and ped plan be updated in order to provide the foundation for concurrency requiements.

An important aspect of trail development is to provide access points to the trails where there would be parking and other trailhead amenities. The city should consider requiring these access points prior to accepting new trail easements.

Figure 5.3 : Whitefish Trail



Whitefish Bike and Pedestrian Master Plan Trail Map

J. Summary of Needs

1. Whitefish does not meet the Level of Service per capita standards for pocket parks and should identify opportunities to develop additional pocket parks in the city to serve underserved areas. Whitefish does not meets Level of Service per capita standards for neighborhood parks within the city limits. The City will need additional parks to meet projected growth needs. Parks should be located in underserved areas and in new developing areas.

2. Current underserved geographic areas for both neighborhood and pocket parks are the Colorado Street/Edgewood Drive area and the area south of Voerman Road. Future development south of 7th Street and Karrow Ave. creates a need for a neighborhood park in that area. Pocket parks or a neighborhood park are needed in the Grouse Mountain area.

3. Whitefish generally exceeds national standards for athletic facilities. The number of basketball courts is below national standards but the community survey did not indicate a strong demand for this facility. The number of soccer fields exceeds national standards but since Whitefish is a destination to host tournaments, there may be demand to add fields if warranted by a feasibility study. The number of tennis courts exceeds national standards but the courts are spread out and not conducive to hosting tournaments. The number of ice rinks meets national standards but there is a high demand for ice time by a variety of interest groups. A feasibility study to expand the ice rink would be needed to determine the best way to meet this need. There is a growing demand for alternative sports facilities – such as disc golf.

4. The functional analysis indicates the city parks provide a wide range of both passive and active recreational opportunities. There is a high demand for these facilities, however, creating a need to expand facilities to address crowding issues. Additionally, some facilities are underdeveloped or outdated and need to be upgraded and modernized.

5. The accessibility analysis indicates that the pocket parks, neighborhood parks and the community park generally have good road and pedestrian access

6. Inadequate parking is an issue for City Beach and Depot Park. Pedestrian access and parking are generally an issue for the water access sites. The city should prepare site plans for existing water access parks to address these issues. When accepting dedication of any park land in the future, pedestrian access and parking plans should be required as part of the dedication. Site plans and master plans for individual parks should also include ADA features.

7. An on-going issue for most park departments is maintaining and updating existing facilities with limited budgets. Whitefish is no exception. Most of the parks are showing signs of wear and tear due to the high usage and consequently parks require upgrades to facilities and maintenance to improve the health of existing vegetation.

8. The Whitefish bike and pedestrian path system is expanding every year. Providing connectivity between segments of the trails and expanding the system to growth areas are major objectives.

9. There is a demand for more water access sites. There is a need for improvements in undeveloped parks that were accepted with subdivision developments but have not been improved in accordance with the neighborhood plans for these areas.

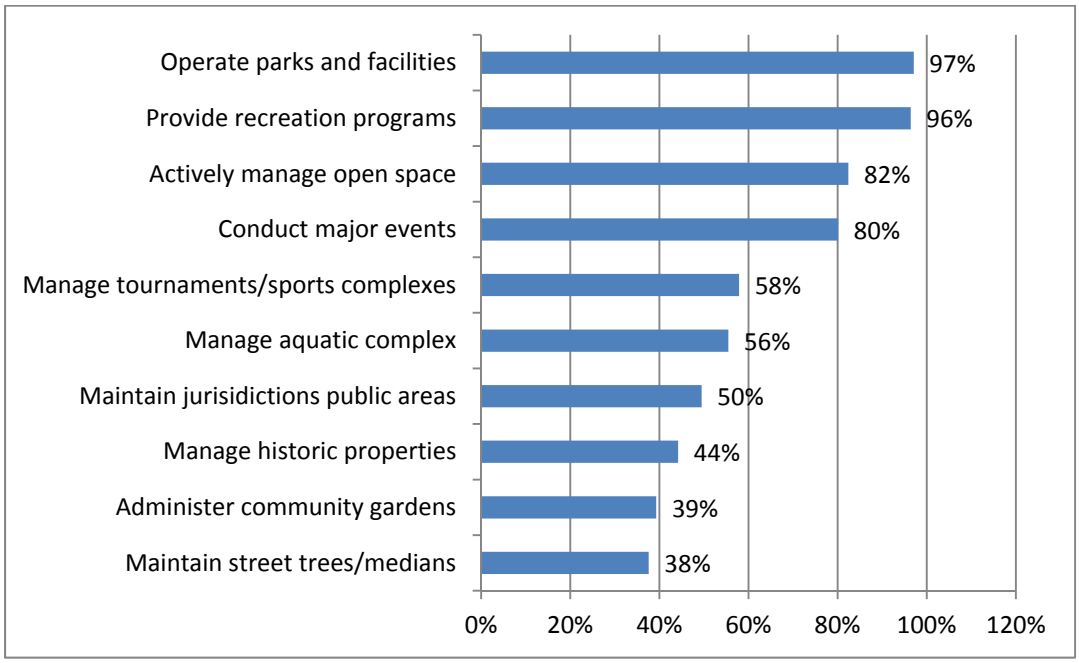
VI. Trends

A. Recreation Trends

1. Parks and Recreation Programming

According to a survey by the National Recreation and Parks Association (NRPA), the most common types of responsibilities for parks and recreation departments is operating parks, recreation programming, managing open space and conducting events. Less frequent, but a growing trend is to manage other community facilities such as historic properties, sports complexes and community gardens. The NRPA survey also indicates that park departments are relying more on nonprofit partners, private vendors and contractors for the operation and maintenance of facilities. These partnerships are forming in part because of reduced funding from federal, state and local governments. The NRPA notes that while partnerships represent an opportunity to expand program offerings, the challenge to this approach is to make certain that access to public parks and programs are open to households of all income levels and not just those groups that can afford to subsidize the effort.

Figure 6.1: % of Park Departments Operating Selected Programs and Facilities

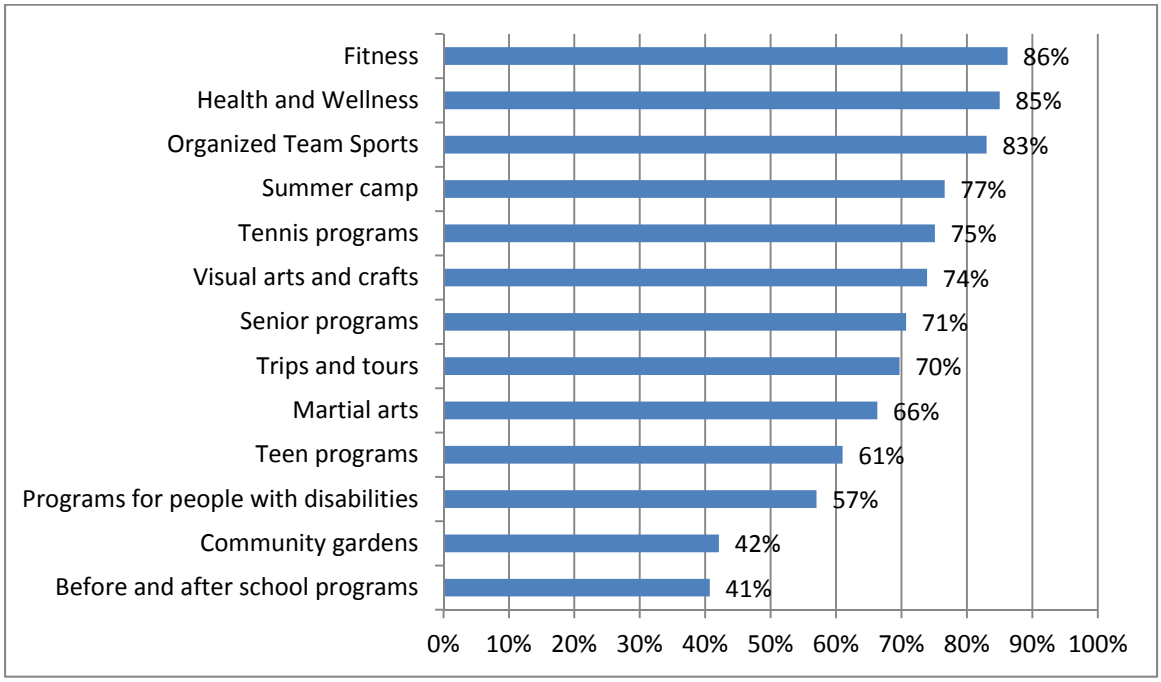


Source: National Recreation and Parks Association, "National Database Report", 2012

2. Recreation Programming

Park and recreation programs are serving a more diverse constituent base and consequently are providing a wider array of programs than in the past. The NRPA data is useful to compare program offerings with other communities. The most common programs are fitness/wellness, team sports and summer camps. The NRPA notes that programs offerings are often evaluated on a cost-revenue analysis. Partnering with other agencies to offer programs is becoming more common.

Figure 6..2: Park and Recreation Program Offerings



Source: National Recreation and Parks Association, "National Database Report", 2012

3. Outdoor Recreation Participation Rates

Montana, along with the Whitefish area, has exceptional opportunities for outdoor recreation activities. The most common type of outdoor activity is jogging. Other common activities include bicycling, skiing, canoeing, kayaking, hiking, skiing (Alpine and Nordic), wildlife viewing, hunting and fishing. Activities such as adventure racing, paddle boarding, mountain biking and climbing are becoming more common. Facilitating outdoor experiences can be an important aspect of physical fitness.

According to the Outdoor Foundation, outdoor recreation reached the highest participation level in five years. Outdoor recreation in 2011 experienced a significant improvement over the past few years when participation either dropped or remained stagnant. Residents in the Rocky Mountain West are more likely to participate in outdoor recreation opportunities than other parts of the country with

61% of residents engaging in outdoor activities as opposed to 50% nationwide. Younger age cohorts are more likely to participate in outdoor recreation. The age group from 6-17 reports 63% outdoor participation rates compared to 56% for the 18-44 age group and 38% for the over 45 age group. *(Source: "Outdoor Recreation Participation Report-2012", www.outdoorfoundation.org)*

B. Public Health

According to the National Recreation and Parks Association (NRPA), "Summary of Research Papers: Key Benefits of Parks", more than one-third of adults in this country are clinically obese while one third of American children are overweight and one in six is obese. There is a strong correlation between health and participating in outdoor activities and recreational programs. People of all ages realize physical and mental health benefits from exercise. Parks provide the venues for organized sports, running, biking, gardening, hiking, swimming and many others activities. Multiple studies indicate that time spent outdoors is the strongest predictor of children's physical activity. Diabetic individuals taking 30-minute walks in a forest experienced lowered blood glucose levels than the same amount of time spent exercising indoors. Additionally, parks and tree-lined streets promote psychological well-being. The NRPA cites studies that demonstrate green views and outdoor natural environments can improve cognitive functioning, impulse control, resilience to stressful life events, and overall mental health. Conversely, studies report a link between low nature access with increases in attention deficit/hyperactivity disorder (ADHD), clinical depression, stress, and anxiety.

Figure 6.3 Fitness equipment in parks is becoming more popular – Below are examples from the North Valley Hospital Fitness Trail

In recognition of this connection between health and the built environment, a number of national, state and local initiatives are promoting exercise through greater access to parks and natural areas, including:

- Let's Move Campaign (www.letsmove.gov/) – National initiative to promote nutrition and active lifestyles. The campaign has partnered with the National League of Cities to provide resources for local governments. www.healthycommunitieshealthyfuture.org

- Montana Nutrition and Physical Activity Program (MNPAP) – Administered by the Montana Department of Public Health and Human Services (DPPH) and funded by the Centers for Disease Control (CDC). The program focuses on environments and efforts to create better daily opportunities for physical activity and healthful. http://mtnapa.com/

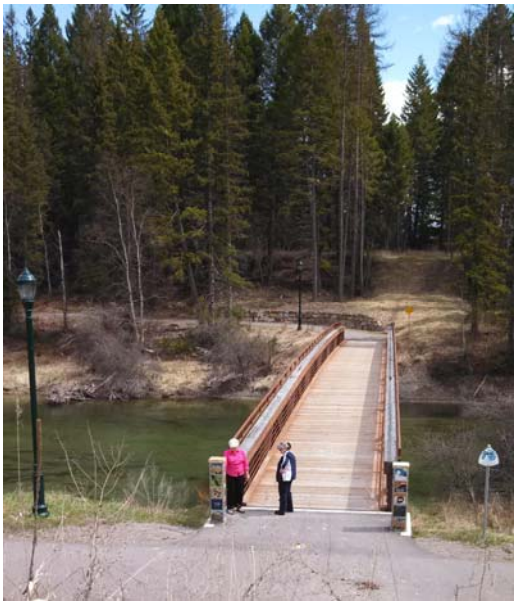
- Flathead City-County Health Department – Department has nutrition and physical activity program. http://www.flathead.mt.gov/healthpromotion/?new

- Children and Nature Network – National non-profit was created to encourage and support the people and organizations working nationally and internationally to reconnect children with nature. Missoula has adopted a No Child Left Inside initiative that is based on these programs. Montana has a license plate to help fund activities. (www.childrenandnature.org)

- Whitefish CARE Program - CARE is a non-profit organization sponsored by the Whitefish School District. It is committed to healthy & drug free schools and encourages a tobacco free community. http://wfps.k12.mt.us/CARE/about_us_CARE.htm

- North Valley Hospital – Planetree Program promotes wellness and healing including a walking trail adjacent to the hospital. http://www.nvhosp.org/nv.nsf/View/Planetree2008

Figure 6.4 – Pedestrian Bridge over Whitefish River



Convenient access to trails promotes walking and fitness.

C. Economic

Investment in parks as a component of the community infrastructure has been proven to have positive economic benefits for a community. These benefits range from visitor spending to increased property values. Attractive parks and a variety of recreational programs contribute to a high quality of life in the community and can be a factor in attracting retirees, businesses and employees. This section documents some of the economic benefits of parks and recreation services.

1. Tourism

Many tourists travel to Flathead County to visit a Glacier Park but there are many visitors that engage in activities that take place in a city park or participate in a local sporting event. Attractions in city parks may entice out-of-state visitors to extend their vacations and spend more dollars at local businesses. Visitors spend money on a variety of expenses including admission fees, eating out, food, shopping, lodging, gas, and other entertainment. The income generated from visitors generally stays in the local economy creating employment opportunities and supporting local businesses.

The economic impact of visitors to parks or sporting events can be significant. According to data from the University of Montana, the average expenditure per day for a single visitor ranges from about $100 to $150 depending on the nature of the trip. For example, a soccer tournament that attracts 100 out-of-town visitors for a weekend tournament has the potential to generate up to $150,000 of visitor spending per day. Likewise, if 100 visitors per year extend their stay in Whitefish by just one day to enjoy a special event or ride the Whitefish Trail, that would also amount to $150,000 of direct spending in town.

Table 1: Expenditures and Average Length of Stay by Purpose of Visit for Montana Visitors -2011

	Avg. Length of Stay	Avg. Daily Expend.	% of Visitors to Flathead County
Vacation/Recreation/Pleasure	5.75	$151.50	61%
Visiting Friends/Relatives	6.20	$135.15	21%
Passing Through	0.89	$99.84	11%
Business/Convention/Meeting	8.03	$128.99	7%
Other	11.62	$112.38	1%
Shopping	1.09	$455.22	n/a

Source: Institute of Tourism and Recreation Research, University of Montana, http://www.itrr.umt.edu/expendVisitation.htm

2. **Proximate Principal**

An increasing number of studies indicate that properties located adjacent to or near an amenity such as parks or open space have higher resell values and consequently generate more property tax revenues. This phenomenon is known as the "Proximate Principle". Real estate developers use this principle to design subdivisions with amenities such as golf courses or common areas/green spaces.

To have a positive effect on property values, a park must be managed to be an amenity to nearby residents. Parks that are not well maintained, poorly designed, or have problems with traffic congestion and vandalism can negate potential for increased land values. When properly managed and designed, however, the increase tax revenues that are generated by premium locations to a park can greatly offset the costs of land acquisition and development of the park.

D. Green Infrastructure

Green infrastructure is an approach to promote water quality, provide healthy ecosystems and support sustainable communities. Green infrastructure uses vegetation, soils, and natural processes to manage water and create healthier urban environments. At a city-level green infrastructure refers to the patchwork of natural areas that provides habitat, flood protection, cleaner air, and cleaner water. Parks, open space and the urban forest are important components of green infrastructure. Key principles for green infrastructure include:

1. Creating an interconnected system of parks and open space is more beneficial than creating parks in isolation.
2. Cities can use parks to help preserve essential ecological functions and to protect biodiversity.
3. When planned as part of a system of green infrastructure, parks can help shape urban form and buffer incompatible uses.
4. Cities can use parks to reduce public costs for stormwater management, flood control, transportation and other forms of built infrastructure.

(Source: American Planning Association "City Parks Forum - Briefing Papers")

Proximate Principle

Following are the conclusions from a review of studies on the impact of parks on land values:

- The effect on property values does correlate with the size and use of the park.
- Properties that are located near a large – community park with significant areas of passive recreation and natural features can increase values by more than 20% for properties up to a half-mile away.
- Parks that are small and have a heavy amount of use may have less than a 10% impact on property value and the increase in value is limited to a few blocks.
- Studies generally agreed that there was no negative impact from properties located adjacent to a greenway trail.
- The potential positive impact on property from a greenway is dependent on design of the linear park and perceived benefits from access to a trail system.

Source:
John L. Crompton, American Planning Association, PAS Report Number 502, 2001

There are multiple benefits to developing a system of green infrastructure that includes parks and open space. A green space system simultaneously provides recreation benefits and has positive environmental benefits through improved water quality, reduced maintenance costs, enhanced wildlife habitat and better air quality. A growing number studies have documented the positive cost benefit of investing in green infrastructure. Since green infrastructure serves many purposes, from community revitalization to habitat protection, project sponsors can tap a variety of funding sources to finance improvements. The implementation of green infrastructure principles is most effective when the design is customized for the city, when construction is done properly and when routine maintenance is performed. A commitment to funding maintenance is important to realize the benefits of green infrastructure. The following table indicates some of the options for incorporating green infrastructure into park plans and urban areas.

Table 2: Green Infrastructure Planning and Design

Benefit	Features	Comments
Water Quality	Natural drainage and vegetation to improve the quality of stormwater and wastewater discharge. Stream bank stabilization. Source water protection.	Coordinate with stormwater, water treatment and wastewater facility plans. Partner with Whitefish Lake Institute. Address fertilizer and weed control methods.
Air Quality	Trees and other vegetation function to remove pollutants from the air and mitigate the effects of urban heat islands.	Coordinate with urban forest program
Enhanced built environment	Green design reduces impervious areas, improve stormwater function and creates amenities for residents.	Green design can add economic value to a community
Public health	Interconnection between parks lead to improved access to trails and recreation facilities	Natural areas and park systems encourage wellness through fitness, clean air and clean water
Habitat Protection	Interconnect green space so habitat is less fragmented. Natural vegetation provides habitat.	FWP and conservation groups are potential partners.
Open Space	Protects open space and provides public access to natural areas. Contributes to scenic views and rural – small town character.	Coordinate with land use planning.
Flood Control	Parks, wetlands and natural areas provide natural retention areas and limits building in floodways	FEMA offers flood insurance discounts for coordinated park and floodway planning.

Source: Compiled by Applied Communications from literature review. 2012

E. Active Transportation

The National Recreation and Parks Association report, "Parks and Recreation: Essential Partners in Active Transportation", notes that transportation agencies are more frequently incorporating active transportation modes into transportation plans. Incorporating active transportation elements into park and transportation plans can help promote fitness by providing a convenient and fun way to exercise. It can help reduce congestion and pollutants by providing alternative modes of transportation. Many studies have found that bike-pedestrian trails are an amenity that has positive economic impact. Coordinating these amenities with urban design to create walkable communities serve a diverse population from school children walking to school to seniors citizens that are more likely to require accessible features. Programs to fund active transportation include:

Active transportation is defined as human powered modes of transportation. The most popular modes of active transportation by far are walking and bicycling, however, skate boarding, canoeing, roller skating, etc. can all be considered forms of active transportation.

Source: National Parks and Recreation Association

- Safe Routes to Schools - The Safe Routes to School Program is a federally funded, competitively awarded, reimbursement program that encourages and enables children, including those with disabilities to walk and bicycle to school and makes bicycling and walking to school a safer and more appealing transportation alternative. The City of Whitefish has adopted a Safe Routes to School Plan. (http://www.mdt.mt.gov/pubinvolve/saferoutes/)

- Community Transportation Enhancement Program – The Community Transportation Enhancement Program (CTEP) is a Montana program that funds transportation related projects designed to strengthen the cultural, aesthetic, and environmental aspects of Montana's intermodal transportation system. The CTEP allows for the implementation of a variety of non-traditional projects. (http://www.mdt.mt.gov/business/ctep/) CTEP will be replaced by MAP-21 "Moving Ahead for Progress in the 21st Century" in the new federal transportation bill and potential funding source (Oct.2, 2012 through October 1, 2014).

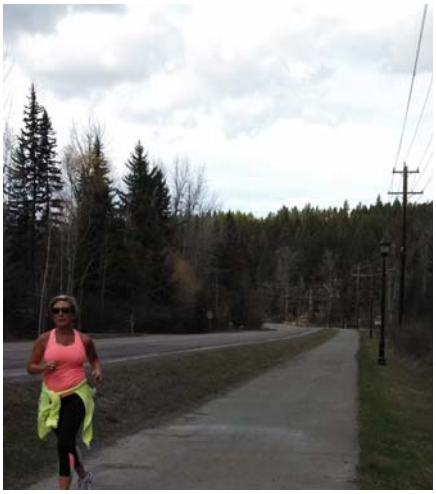


Figure 6.5 Runner on Wisconsin Ave. Trail

F. Disability - Mobility – Age Friendly

The population in the nation is growing older and the aging trend is more pronounced in Whitefish than the rest of the state. The population over age 65 is the group that experiences the highest rates of disability. It is important to design facilities for the aging population. The most common types of disabilities among seniors are physical disabilities and mobility. The U.S. Census defines physical disabilities as a condition that substantially limits one or more basic physical activities, such as walking, climbing stairs, reaching, lifting, or carrying. A mobility disability is defined as limitations for mobility such as - going outside the home alone to shop or visit a doctor's office.

Some cities are now designing parks to including features for older age cohorts. These parks feature low-impact exercise equipment designed to promote balance and flexibility, such as elliptical machines, static bikes and body flexors. The National Center for Accessibility has an on-line database with a variety of resources and brochures for designing accessible recreation facilities. (http://www.ncaonline.org/about/index.shtml). The World Health Organization recently published a checklist of the elements a city needs in order to be a place where residents can age comfortably. Following are those items that would apply to the design of parks and outdoor spaces.

- Public areas are clean and pleasant.
- Green spaces and outdoor seating are sufficient in number, well-maintained and safe
- Pavements are well-maintained, free of obstructions and reserved for pedestrians
- Pavements are non-slip, are wide enough for wheelchairs and have dropped curbs to road level
- Outdoor safety is promoted by good street lighting, police patrols and community education
- Buildings are well-signed outside and inside with accessible features
- Public toilets outdoors and indoors are sufficient in number, clean, well-maintained and accessible
- Venues for events and activities are conveniently located, accessible, well-lit and reached by public transport
- Plan for a wide variety of events to appeal to a diverse population of age groups and interests

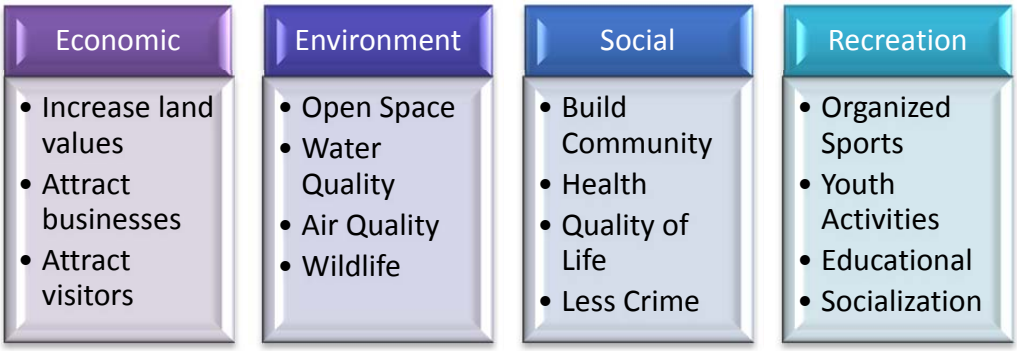
(*Source: www.governing.com/topics/mgmt/gov-age-friendly-city-checklist.html, 11/30/12)*

The Americans with Disabilities Act recognizes and protects the civil rights of people with disabilities.[1] Titles II and III of the ADA require, among other things, that newly constructed and altered State and local government facilities, places of public accommodation, and commercial facilities be readily accessible to and usable by individuals with disabilities. Recreation facilities are among the types of facilities covered by titles II and III of the ADA. State and local governments who provide recreation facilities have a separate obligation under title II of the ADA to provide program accessibility which may require the removal of architectural barriers in existing facilities. See 28 CFR 35.150 (http://www.usdoj.gov/crt/ada/reg2.html). Private entities who own, lease (or lease to), or operate recreation facilities have a separate obligation under title III of the ADA to remove architectural barriers in existing facilities where it is readily achievable (i.e., easily accomplishable and able to be carried out without much difficulty or expense). See 28 CFR 36.304 (http://www.usdoj.gov/crt/ada/reg3a.html).

G. Benefits Based Management

This "Benefits Based Management" approach represents a significant departure from the traditional parks planning model. The benefits based model acknowledges that there are multiple providers of parks. Planning will be most effective when public agencies work collaboratively. Rather than competing to fill market niches, agencies work together to evaluate parks and recreation facilities as part of a regional system. Decisions to acquire and improve parks are based on management objectives that reflect the benefits the community derives from parks. By identifying a wide range of benefits, park agencies can identify a broad array of partners and funding sources to help them meet their goals.

Figure 6.6: Benefits of Parks and Recreation



More often, city leaders are acknowledging that parks are essential and vital elements of a healthy community. Recognizing the many benefits and roles of parks can result in a number of positive outcomes such as:

- Defining a broader scope of park functions broadens citizen and leadership support for parks;
- Identifying new purposes and roles for parks opens new funding streams for planning and management
- Articulating the broader functions creates a more effective use of space and a better integrated urban environment.

(Source: American Planning Association, "From Recreation to Re-Creation: New Directions in Parks and Open Spac3 System Planning", PAS Report #551.

VII. Goals and Policies

A. Recreation

Community members rely on the City of Whitefish Parks, Recreation and Community Services Department to provide affordable opportunities for recreational programs such as group activities, fitness programs, competitive sports and organized activities geared toward specific age groups. In ranking park activities, the community survey indicated that providing recreation programs was among one of the top priorities for park programs and recreation services. Responses to the community survey indicate that promoting youth development through recreational activities was a high priority objective but it also indicated that some groups such as senior citizens and middle school students were underserved by current recreation programs in the community. Current trends indicate that partnering with other community organizations was an important strategy in providing recreation programs. The comment section of the survey indicated there is a growing interest in sports such as pickleball and outdoor/adventure recreation.

Goal A: Continue to meet the recreation needs of all households through a variety of quality recreational offerings.

Objectives:

1. Provide diverse recreational opportunities to meet the needs for people of all age groups and abilities.

2. Partner with other community groups such as the school district, civic organizations, health agencies and others to develop and operate a variety of recreational opportunities.

3. Monitor recreation trends and continue to provide opportunities to meet different lifestyle needs for competitive sports, fitness, cultural and outdoor activities.

4. Solicit feedback from the community on a several year basis to adjust programming for evolving/changing needs.

5. Establish fees for recreational programs that are affordable to all income levels and look for opportunities for partners or sponsors to offset costs of programming.

6. Programming priorities should be given to those activities where there is a highest demand or where there are partners or sponsors that can provide funding to reach niche groups.

7. Design neighborhood parks to meet the demographic needs of the neighborhood.

B. Connectivity

Connectivity can be provided between parks through trails and greenways that provide open space and function as part of the green infrastructure system. Connectivity between parks and water features

has many benefits including improving access to the park and water amenities, less fragmentation of wildlife habitat, providing safe walking/biking routes and buffering between different land uses. The community survey noted that gaps in the trail system were a concern. The survey also indicated strong public support for connectivity between parks and schools and shopping areas.

Goal B: Expand the trail and linear park system to provide connectivity between all parks, water features, schools and major destinations in the community.

Objectives:

1. Continue the implementation of the Whitefish Bicycle & Pedestrian Master Plan and review and update as necessary to identify opportunities to expand trails to fill connectivity gaps between park facilities.

2. Identify greenway corridors that can be incorporated into the park and recreation system to provide connectivity between natural areas.

3. Work with developers to include trails and greenways in new subdivisions to provide the connectivity between parks and fill gaps in the trail system.

4. Natural areas to be integrated in the park system should have high conservation values and provide connectivity to other public lands, greenways, conservation lands, riparian corridors or wildlife corridors.

5. Promote connectivity of natural areas through trails, public lands, conservation easements, protection of riparian areas and other means.

6. Coordinate with the Safe Routes to School programs including signage of roadways that are designated bike routes.

7. Trailheads and provisions for parking should be incorporated as part of the trail system design.

C. Water Access

Whitefish is fortunate to have a variety of water features both in the city limits and within the planning area. Whitefish Lake, Whitefish River, several smaller lakes and creeks create an opportunities for outstanding recreational, environmental and open space amenities. The survey respondents indicated that public access to these water features was a top priority. The needs assessment indicated that where there are currently water access sites, there is often limited parking or the site is undeveloped with no functional access for the public. The primary access to Whitefish Lake at City Beach experiences high use and overcrowding will become more severe unless the city can expand the area.

Goal C: Preserve and improve existing public access points to water features while adding additional public access sites for lakes, streams and rivers to relieve overcrowding and provide an amenity to the community.

Objectives:

1. Providing public access to lakes and rivers should be a top priority and subdivision developments with lake frontage should provide for public access as part of the land dedication requirements.

2. Support the development of water access parks by other public agencies and identify potential partnerships for development of these parks.

3. Identify water access sites that are high priority for expansion and pursue opportunities for acquiring additional land to add to these sites.

4. Designate City Beach as a high priority site and update the master plan for this facility.

5. Include land and site plans for parking and adequate pedestrian access before accepting dedication of water access sites.

6. Create site plans and improve existing water access sites and create a canoe trail with appropriate signage, parking, and improvements to facilitate their use for canoeing and kayaking.

7. Develop water access sites to meet environmental objectives for water quality, erosion control, native vegetation and wildlife habitat.

D. Park Development and Acquisition

The needs assessment indicated that there are several residential areas that do not have walkable access to either a pocket park or neighborhood park. On a per capita basis, the city is underserved by pocket parks. As the city population grows over the next 20 years, there will be a need to add more neighborhood parks to meet per capita standards. The needs assessment also indicated that several parks such as City Beach and Depot Park are overcrowded. Other parks have outdated equipment and some have deferred maintenance that should to be addressed. Lack of restrooms was mentioned frequently in the survey as well as poorly maintained restrooms at the Ice Den and City Beach. Respondents to the survey gave the highest ranking to improving and expanding existing parks. They also gave high priority to acquiring more land for parks.

Goal D: Develop and add to the park system as needed so that residential neighborhoods have walking access to a park that is well maintained with updated equipment and expand special use and community parks to relieve overcrowding.

Objectives:

1. Existing parks and recreational facilities should be operated and maintained in quality conditions for a safe and enjoyable experience and consistent with design standards elsewhere in this document.

2. Investigate grants, partnerships and other funding opportunities to address the issues for individual parks that are identified in this plan.

3. Identify opportunities to expand existing parks through acquisition of neighboring properties and open space.

4. Develop and/or update individual master plans for parks to reflect current use patterns and provide strategies for improvements.

5. Work with community organizations to identify upgrades to current park facilities to meet the park development criteria in this plan and identify funding sources to complete upgrades.

6. Use the needs assessment to determine priority areas for developing new target acquisition through land dedication from subdivisions, donations or purchase to those areas with the highest need.

7. Only accept land dedications or donations that meet the design standards in the Parks & Recreation Master Plan.

8. Develop standards for park signage, information kiosks and wayfinding signs as part of the park and recreation system.

9. Prioritize park improvements, acquisition and capital projects by evaluating against established criteria for need, functionality, funding and partnerships.

E. Public Health

Chronic health problems linked to obesity such as arthritis, heart disease and diabetes comprise the major public health issue in the nation. Exercise and outdoor recreation can help combat obesity trends and an active lifestyle can alleviate many of the symptoms of these chronic illnesses. Numerous studies have shown that walkable communities and convenient access to parks relates to overall fitness. The community survey indicated improving health and wellness should be a top park and recreation goal. Health and wellness priorities ranging from sports programs for youth to helping seniors remain active all received strong support from respondents to the survey.

Goal E: Parks and recreation facilities and programs should encourage fitness and an active lifestyle.

Objectives:

1. Parks and trails should be part of an urban system that promotes walkability.

2. Park designs should accommodate the population with disabilities and consider mobility issues for the senior population and shall comply with state and federal laws for accessibility.

3. Include features and equipment in parks that promote wellness and fitness.

4. Work with local organizations to develop programs and facilities that promote health and wellness.

5. Parks should be well maintained and safe places where people of all ages feel comfortable and are more likely to engage in active lifestyles.

6. Coordinate with other community groups to develop recreational programs that provide a healthy alternative to drug and alcohol use for school-age kids.

7. Consider healthy living policies such as tobacco free facilities, nutritional snacks for afterschool programs, sunscreen stations in parks, and other healthy by design measures.

F. Environmental Well-Being

In addition to recreational benefits, parks have long been recognized to have many environmental benefits. These range from improved water and air quality, providing wildlife habitat, conserving green space and promoting better flood management. Protecting natural areas and open space and protecting water quality were top objectives among respondents to the community survey. In meetings with stakeholder groups, a number of opportunities for specific projects to incorporate conservation design techniques into park design were identified. The needs assessment indicated that there are a number of parks where vegetative health is an issue.

Goal F: Recognize environmental benefits and design parks as part of a green infrastructure system that promotes conservation, protects water quality and preserves natural areas where appropriate.

Objectives:

1. Coordinate stormwater plans, wastewater treatment plans and flood control plans to develop a comprehensive system that filters stormwater and wastewater to improve water quality while providing natural areas that can be enjoyed by wildlife and the community.

2. Park design should consider water quality issues by incorporating features such as buffers for wetlands, riparian corridors and bank stabilization to control erosion along shorelines.

3. Discourage practices that result in poor water quality such as nutrient loading from fertilizers, contamination from motorized watercraft near public swimming areas and introduction of invasive species in lakes and rivers.

4. Public and private detention areas should be considered part of the green infrastructure system and should be designed as amenities that include native vegetation, reduce nutrient loading, filter stormwater and provide habitat.

5. Vegetation management should include promoting a healthy urban forest and should consider detrimental impacts resulting from overuse.

6. Promote native vegetation within environmentally sensitive areas to reduce invasive/non-native species and minimize the use of pesticides.

7. Consider impacts on wildlife by improving habitat where possible, interconnecting green space so habitat is less fragmented and designing natural areas to reduce human-wildlife conflicts.

8. Conserve natural resources through energy efficient designs, water conservation, and reducing waste.

9. When feasible select durable materials that are sustainable, resource efficient and non-toxic for construction of new facilities.

10. Discourage creating isolated islands of natural areas unless there is an opportunity to acquire critical land that would be part of a larger system or vision.

11. Continue to manage the urban forest in accordance with Tree City USA standards and to maintain Tree City USA status as well as promote environmental benefits such as air quality.

G. Organization

The City of Whitefish relies on citizen boards and advisory groups to provide input to staff and City Council on park and recreation services. Additionally, partnerships with a variety of organizations are important in providing services, maintaining programs and coordinating on projects. The stakeholder focus groups identified a number of potential opportunities to expand on these partnerships. The partnerships are essential for the city to provide services at affordable costs. While program fees generally cover the operating costs of recreation programs and park assessment/general funds are allocated for maintenance costs, these funds do not cover construction, capital outlays and land acquisition costs. Coordinating park and trail improvements with other public works projects has been a successful strategy along with utilizing various funding sources such as the Tax Increment Funds. The survey indicated support for grants, sponsorships, fund raising, volunteers and partnerships as resources to meet future needs of parks.

Goal G: Develop adequate funding sources and other resources to support the existing and future needs of the park and recreation system.

Objectives:

1. Increase the funding from sources such as grants, non-profit fundraising, sponsorships and public-private partnerships.

2. Fees for recreation programs should generally cover the cost to operate the program.

3. Facility rental fees should be set to offset the cost of staffing, utilities and wear and tear.

4. Adopt guidelines to maintain and strengthen existing and new partnerships with community groups to build and manage parks and recreation facilities and operate park and recreation programs.

5. Encourage parks, planning, maintenance and development coordination with other local jurisdictions, state and federal agencies.

6. Consider potential park improvements and opportunities for coordination in the design phase of infrastructure projects or roads, parking lots, water system upgrades, wastewater treatment facilities, stormwater facilities and other public improvements.

7. Develop volunteer guidelines and utilize volunteers for recreation programs, maintenance, and construction of park equipment. Partner with schools and other civic groups to recruit volunteers.

8. Explore the development of a memorandum of understanding for programs such as adopt-a-park/trail for community groups that want to undertake such efforts.

9. Provide adequate staff support and training to the Park Board and advisory groups so they can effectively perform their duties.

10. Review and update the plan every three to five years to reflect changing needs and opportunities and to coordinate with the updates in the Growth Policy, state statutes, and transportation plans.

11. Commit adequate funding to maintain facilities at a level of service that provides a quality user experience and captures the economic and environmental benefits of parks.

12. Design new facilities that incorporate revenue-generating opportunities to offset operational costs and/or enhance the recreational experience of participants. (i.e. concessions, leasing, rentals …).

H. Community

In addition to the many positive aspects of the parks systems, the survey and stakeholder groups did note that events and some activities in parks have an impact on surrounding properties. It is important to work with adjacent property owners and neighborhoods to meet their concerns. Throughout the planning process it was noted that in addition to health, environmental and recreation benefits parks were valuable in building community. Parks can act as an economic driver by attracting tourists and offer a place for people to gather and for community groups to host special events. Parks offer a way for citizens to volunteer, participate in events and become engaged in the community.

Goal H: Develop a park programs and special events that engage citizens while minimizing impacts on adjacent properties and incorporating features that will be an asset to the neighborhood.

Objectives:

1. Plan events to minimize the impact on the Whitefish Community Library, Whitefish Historical Museum, and O'Shaughnessy Center and other surrounding properties.

2. Incorporate local historic and cultural signs and features into park facilities.

3. Seek community participation in “clean up, fix up” events and days to keep the parks in prime position to support a strong visitor base appeal.

4. Parks designs and improvements should be an integral part of the surrounding residential neighborhoods and should be operated and maintained to be an asset to the community and minimize impacts on nearby residents.

5. Regulations and rules regarding park use should be clearly posted.

6. Recognize parks as an economic drivers and partner with CVB, Chamber of Commerce, Heart of Whitefish and businesses to develop special events in the parks while considering impacts to the parks and neighborhoods.

7. Formalize agreements between the city, school district and other entities on the shared use of facilities.

8. Revise the zoning code to establish development standards for parks and open space that account for different requirements for signage, parking and other features.

VIII. Implementation

A. Action Plan

The action plan is a matrix that lists the task and identifies staffing, resources, and timeframe parameters for each task. Resources may include funding sources, technical assistance, partnerships and other resources available to help achieve the action item. Timeframe indicates whether this is a near term strategy that is expected to be accomplished within the next two to three years or a longer term strategy. Some strategies may not have a specific time frame but may be opportunity driven and will require action when the occasion arises. The steps in the action plan are related to advancing specific goals and objectives. Following are criteria for evaluating future action items and park projects.

- Does the action relate to a need or issue identified in the needs assessment?
- Does the action reflect priorities based on responses to community survey, feedback from public meetings and existing community plans?
- Are there sufficient resources available to undertake the effort?
- Does the action build on existing assets, take advantage of funding opportunities, or leverage outside resources?
- Does the action bring facilities into compliance with state and federal requirements?
- Does the project have an acceptable cost to implement?
- Is the project a pilot or model for other park projects?
- Will the project lower current maintenance costs?
- Does the project provide multiple recreation, conservation, social and economic benefits?
- Does the project advance other goals and objectives of the Parks & Recreation Master Plan?

A. Park Improvements & Land Acquisitions

Action	Staffing	Resources	Timeframe
1. Bank stabilization at Riverside Park – Potential water quality pilot project. Coordinate with improvements to pond and storm water assessment to improve this amenity.	Staff & contractors	WF Lake Institute, grants, Maint. Budget, MT FWP, Neigh. volunteers	Near term
2. Improve Amory Park per master plan – coordinate grading plan with 2nd Street road improvements	Staff Contractors Volunteers	Fundraising, Sponsors, Partners, grants	Dependent on funding
3. Improve O'Brien Park per site plan- Potential to partner with Wave on outdoor programs for youth			
4. Improve Depot Park per master plan	Contractors	TIF Funds	Near term
5. Acquire land in support of City Beach	City	City funds – fundraising – Land acquisition funds	Opportunity Driven

6. Acquire land to expand Armory Park	City	Land acquisition funds	Opportunity Driven
7. Work with neighborhood to identify upgrades to Soroptimist Park & find funding partners	City & volunteers	Sponsors – city funds	Near to mid-term
8. Do site plans and improve access sites along the Whitefish River to develop Canoe Trail	Staff & Contractor	Tourism Grant, Water Quality Grants, Coordinate with BNSF clean-up	Near term
9. Riverside Park. Consider removing west tennis court over water main and expand open space by pond	Staff	Coordinate with improvements to Memorial Park tennis courts	Near term to mid-term
10. Develop park in railway district per Downtown Master Plan	City	Coordinate with BNSF	Opportunity Driven

B. Planning and Policy Actions

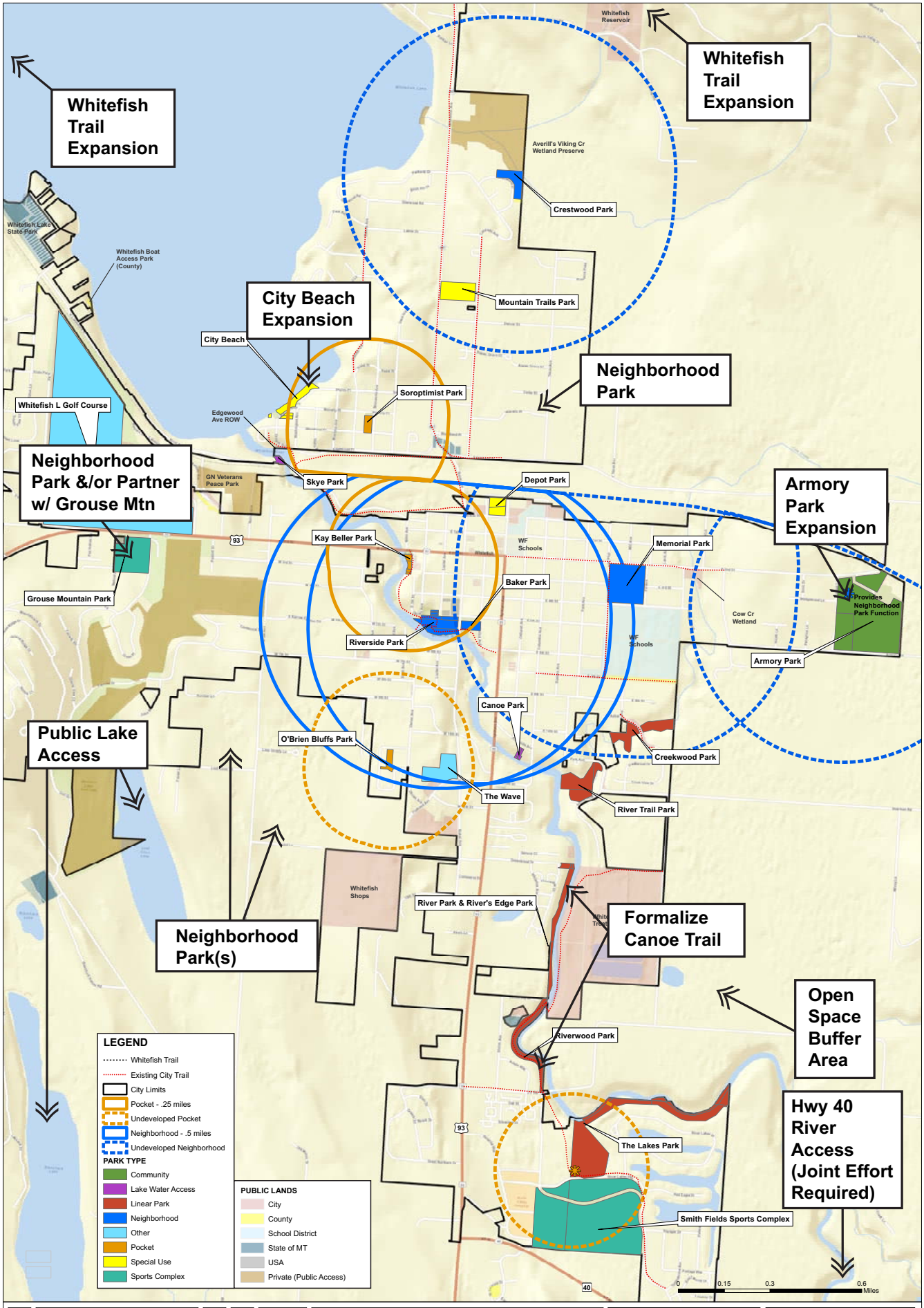
Action	Staffing	Resources	Timeframe
11. Update Master Plans, City Beach and Mountain Trails Parks	Contract	Operating budget, CDBG Grants	Near term to mid-term
12. Develop master plan for Memorial Park and coordinate with school district on potential for tennis complex	Contract	Coordinate with school & Glacier Twins, USTA Grant	Near term to mid-term
13. Enact a non-motorized restriction on the Whitefish River	City	Coordinate with bank stabilization efforts	Near term
14. Coordinate with the planning process & upgrades for the wastewater facility plan to identify opportunities for open space	City	Water quality grants -	Near Term
15. Update the Whitefish Bicycle and Pedestrian Master Plan to reflect amendments, new opportunities and partnerships and to coordinate with Transportation Plan	City/Contractor	Coordinate with Transportation Planning – Safe Routes to schools planning grant	Near to mid-Term
16. Amend zoning ordinance to create Public Lands and Facilities zoning district	City	Planning Dept.	Near Term

C. Partnerships & Intergovernmental Coordination

Action	Staffing	Resources	Timeframe
17. Continue to work with Whitefish Legacy Partners on maintenance and expansion of the Whitefish Trail	City – WLP - DNRC	Fundraising, grants endowment	On-going
18. Establish non-profit organization to support parks & conduct fundraising	City & community	WF Community Foundation	Opportunity Based
19. Develop a canoe trail map & distribute to community & visitors	City	Whitefish CVB & Tourism Grant	Near Term
20. Develop MOUs with the school district regarding joint use of facilities	City & Schools	Sample MOUs from peer communities	Near Term

D. Recreation & Programming

Action	Staffing	Resources	Timeframe
21. Work with the School District to identify volunteer opportunities for high school students and program opportunities for middle school students	Parks & Rec Staff	School Dist. Staff	On-going
22. Work with Whitefish Community Center and North Valley Hospital to identify opportunities to partner on recreation and wellness programs for seniors	Parks & Rec Staff	Community groups, wellness grants	On-going
23. Prepare an annual report to track participation in recreation programs, seek community input and monitor rec trends in order to respond to demands for recreation services	Parks & Rec Staff	Surveys, benchmark data	On-going
24. Identify a location and develop an 18-hole disc golf course designed to Professional Disc golf Association (PDGA) standards	Parks & Rec Staff	Grants, partnerships, volunteers	Opportunity Driven



Sheet 3 of 3

Opportunities

Job #: 12-03

Date: 05/01/2013

WHITEFISH PARKS & RECREATION MASTER PLAN

Map Data:

Parcel data from the Flathead County Cadastral dataset (10/2012) provided by the Flathead County GIS department, 800 S Main St, Kalispell, MT. Whitefish Planning Jurisdiction from the City of Whitefish. Whitefish Trail from the Whitefish Legacy Partners.

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C. Funding

Table 1 indicates the type of available funding mechanisms and how these can be allocated to different park and recreation functions. As noted in the table, there are a variety of funds that can be used for land acquisition and park development. It is becoming more common for local governments to use a combination of these funding sources to meet their goals for developing a park system. Once the land has been acquired and parks have been developed, there are fewer funding options to cover the operation and maintenance costs of these facilities. The primary source for operation and maintenance costs is the mill levy. A review of the Park and Recreation Department current revenue sources is contained in "Chapter 4 – Organization".

Table 1: Park and Recreation Funding Mechanisms

	Operating & Maintenance	Land Acquisition	Park & Trail Development	Recreation Programming
General Fund	x	X	X	X
Park Mill Levy	x	X	X	
General Obligation Bond		X	X	
Land Dedication		X	X	
Cash-In-Lieu		X	X	
Impact Fee		X	X	
User Fees	X	X	X	X
Resort Tax			X	
Grants		X	X	X
Donations - Sponsorships	X	X	X	X
Partnerships	X	X	x	X
SID		X	X	
Park Main. District	X	X	X	
Concessions	X			X
Tax Increment Finance		X	X	

The community survey indicated support for pursuing more grant opportunities. Potential grants:

- **Community Transportation Enhancement Program -** The Community Transportation Enhancement Program (CTEP) is a Montana program that makes federal funds available for transportation related projects designed to strengthen the cultural, aesthetic, and environmental aspects of Montana's intermodal transportation system. The CTEP allows for the implementation of a variety of non-traditional projects.

- **Land and Water Conservation Funds -** The Land and Water Conservation Fund Act of 1965 established a federal grants program encouraging a full partnership between national, state, and local governments in planning and funding outdoor recreation projects. The Land and Water

Conservation Fund Program (LWCF) is administered by Montana State Parks, a division of Montana Fish, Wildlife & Parks (FWP). Since 1965, Montana has received over $34 million for outdoor recreation.

- **Recreational Trails Program -** The Recreational Trails Program is currently funded through the federal *Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users* (SAFETEA-LU). Montana Fish, Wildlife & Parks administers the RTP funds at the state level, while the Federal Highway Administration (FHWA) provides program oversight at the federal level. The State Trails Advisory Committee (STAC) is a council that advises FWP on things such as RTP Program expenditures and a variety of recreational trails issues. An advisory committee such as the STAC is a federal requirement in order for Montana to be eligible for RTP funds.

- **Safe Routes to Schools -** The Safe Routes to Schools (SRTS) program is funded through an annual Federal-aid Highway apportionment that includes expenditures for non-infrastructure (behavioral) and infrastructure (construction) projects.

- **Montana Tourism Grant (TIIP) -** Recreation related projects that can be shown to enhance tourism. A 2:1 match is required. http://travelmontana.mt.gov/forms

- **Other Federal Programs and Grants -** There are numerous other federal programs and grant opportunities that could help finance recreational facilities and programs. For example, Community Development Block Grant (CBDG) funds from the Department of Housing and Urban Development may be available for improvements directed towards economic development. Or, National Institute of Health funds might be available for programs developed to promote community health or senior health.

- **Foundations -** There are a number of private foundations, many of which make grants available for recreational facilities and activities. Some examples include:

  - National Fish and Wildlife Foundation – www.nfwf.org
  - Home Depot Foundation (Tree planting) – www.homedepotfoundation.org
  - Walmart (Health & wellness) – http://walmartstores.com/communitygiving/203.aspx
  - BNSF Foundation – www.bnsffoundation.org/giving/html
  - Wells Fargo (Water resources) – www.wellsfargo.com/about/communityindex.html
  - Bullit foundation – http://bullit.org/grantmaking/inquire
  - M.J. Murdock – www.murdock-trust.org
  - Lowe's Charitable & Educational Foundation – www.lowes.com/community
  - Steele-Reese Foundation – www.steele-resse.org/how.html
  - Adidas – www.adidas-group.com/sustainability/community_affirs/default.aspx
  - Farmers Insurance – www.farmers.com/FarmComm/farmers_community.html
  - United States Tennis Assoc. – www.usta.com/About-USTA/USTA-Serves/USTAServes/
  - Women Sports Foundation – www.WomensSportsFoundation.org

B. Partnership Guidelines

Partnerships can create cost efficiencies by pooling resources, sharing costs, and joint programming. Multiple partners can generate a broader base of community support for projects. Grant makers are more likely to fund projects that are leveraging community resources from several partners.

There are a variety of partnership models that are available to local governments. Types of partnerships are described below.

- **Intergovernmental Agreements** – Agreements with other government agencies may range from leases, maintenance agreements, joint purchase programs to joint development of park and recreation facilities. Memorandums of Understanding (MOUs) and leases are common means of formalizing these arrangements. Such documents should be reviewed periodically to ensure that they continue to address new issues.

- **Public –Private Partnerships** – These often include partnerships with other government agencies or private organizations to develop new facilities. Financing arrangements, maintenance responsibilities, and other roles and responsibilities are set forth in a contract or memorandum of agreement. Development agreements are sometimes used to construct new facilities as part of a large subdivision. The Smith Sports Complex is an example of a public-private partnership.

- **Foundations** - In some jurisdictions, citizens have formed non-profit foundations to raise fund for park projects. Foundations that are formed as a 501(c)(3) organization can accept donations, apply for certain grants, and conduct fundraising activities. Whitefish Legacy Partners is a non-profit that raises funds for the Whitefish Trail.

- **0Intergovernmental Coordination** – Within the County all three municipalities, Montana Fish, Wildlife, and Parks, Montana Dept. of Natural Resources, Flathead National Forest, and Glacier National Parks all provide recreation facilities and programs. Montana Department of Transportation administers the CTEP program. Coordinating with the agencies to identify common issues and goals can suggest ways to work together to achieve these goals.

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Keys to a Successful Partnership

Following are recommended criteria for evaluating potential partnerships.

1. A Commitment from Executive Leadership:
A successful partnership can result only if there is commitment from leadership of both the government and private sector organization to work together. Well-informed leaders play a critical role in developing effective partnerships.

***2. A Statutory Foundation for Partnering*:**
There should be a statutory foundation for the implementation of public and private partnerships.

3. Direct Public Sector Involvement:
Once a partnership has been established, the public-sector must remain actively involved in the project. On-going monitoring of the performance of the partnership is important in assuring its success.

4. A Well-Crafted Plan:
A carefully developed plan will substantially increase the probability of success of the partnership. This plan should clearly describe the responsibilities of both the public and private partners and have provisions for dispute resolution

5. Effective Communication with Stakeholders:
More people will be affected by a partnership than just the public officials and the private sector partner. It is important to communicate with and involve all stakeholders. These may include affected employees, the portions of the public receiving the service, the press, and relevant interest groups. Successful implementation should positively affect the work environment and relationships with sponsoring organizations, employees and other stakeholders.

6. The Right Opportunity:
Not every situation is ripe for a true partnership. Partnerships should be carefully evaluated and both parties should set reasonable expectations.

7. The Right Partner:
The "lowest bid" is not always the best choice for selecting a partner. The partner's experience, long-term viability, and willingness to work with local governments are important factors in identifying the right partner.

8. Well-Defined Management Processes:
It is critically important that both public and private sector parties agree on key management

IX. Park Development Guidelines

A. General Guidelines

The following park classifications and their associated development guidelines and design standards are intended to be used to inform decision-making pertaining to park development, land acquisition, and recreation opportunities within the Whitefish Planning Jurisdiction area. These parks can be developed as stand-along types or as hybrids (example: a Special Use Park could be developed adjacent to a Neighborhood or Community Park for a larger park fabric; or a Lake/Water Park could be developed within a Community, Neighborhood or Linear Park). City of Whitefish park classifications are:

A. Pocket Parks
B. Neighborhood Park
C. Community Park
D. Natural Area/Open Space Park
E. Sports Complex
F. Special Use Park
G. Linear Park
H. Lake/Water Access Park
I. Cultural/Heritage Park

The City's park classification system is similar to that identified by the National Recreation and Park Association (NRPA). Other information is referenced from several parks and recreation documents developed by various cities and counties in the State of Montana.

The City of Whitefish classification system corresponds with the inventory and level of service maps in the Appendix. The City adopted the Whitefish Bicycle and Pedestrian Master Plan in 1999. Limited City trail information is indicated on the level of service maps. For trail information and proposed locations, please reference the Whitefish Bicycle and Pedestrian Master Plan.

Several factors that influence the type of park system that should be developed in the City of Whitefish are 1) growth trends and public demand; 2) currently limited funding and staff dedicated to the maintenance of existing parks, and limited funding available for land acquisition and the development and maintenance of new parks; 3) the opportunities to develop equitable partnerships with other agencies and organizations; 4) the large amount of public lands within the Flathead Valley area that provide recreational opportunities and amenities; and 5) recreational trends.

Based on these factors, the following general guidelines should apply:

1. All parks should be developed in accordance with other goals, guidelines, and policies within this plan.

2. Parks should be developed and upgraded in a manner that minimizes maintenance efforts over time. These efforts include preserving, to the greatest extent possible, areas of naturalized

and/or native landscape, an emphasis on hardy, drought-tolerant plantings and low-grow grass mix, and minimizing lawn planting to areas that are appropriate.

3. Parks that have significant infrastructure components should receive careful consideration regarding long-term operations and maintenance commitments.

4. The Park Board can use this information in evaluating the maintenance of existing parks, development of new parks, land acquisition and the acceptance of park land dedication by developers.

B. Specific Guidelines

1. Pocket Parks

Description: Pocket-parks are small, single-purpose play lots generally less than 2 acres in size. They are generally located to provide some passive open space in areas where there is limited land for a larger park. Park features usually include a small open grass area and may include a children's playground or a picnic area. These parks can also be highly developed, with amenities like hardscape/walkways, benches and seating areas, artwork, interpretive signage and other more urban public amenities

Planning Guidelines and Design Standards:

1. These parks should have good access and visibility from a public street.
2. Safe walking and biking routes should provide access.
3. Appropriate facilities include:
    - Children's playground area
    - Open grass area
    - Picnic area
    - Hardscape/walkways
    - Public art/interpretive signage
    - Benches/seating areas
4. Off-street parking is not required.

2. Neighborhood Park

Description: Neighborhood parks are a combination playground/park designed primarily for non-organized recreation activities. Located within walking and bicycling distance of most users, they are generally moderate in size (about 3-10 acres) and serve people living within walking distance of about one-half mile of the park. Neighborhood parks provide access to basic recreation opportunities for nearby residents, enhance neighborhood identity, and preserve open space. Facilities typically found in neighborhood parks include playgrounds, picnic tables and benches, trails, open grass areas/informal play areas, and outdoor basketball courts.

Planning Guidelines and Design Standards:

1. This park should have a balance of active and passive park uses. Active recreation facilities are intended to be used in an informal and unstructured manner.
2. Neighborhood parks should have at least 100 continuous feet of street frontage for access and good visibility.
3. Safe walking and biking routes should provide access.
4. At least 50% of the site should be flat and usable for both active and passive recreation.
5. Parcels of land that have aesthetic value are desirable for neighborhood parkland.
6. These parks should contain areas of landscape with trees and grass where appropriate. Areas of natural vegetation should be preserved to increase aesthetics and habitat value.
7. A site should accommodate 7-10 parking spaces. On-street or off-street parking, or a combination thereof, is acceptable. On-street parking is acceptable only if the street is adjacent to the park.
8. Appropriate facilities may include:
    - Multi-use field(s)
    - Children's playground area
    - Paved courts or multi-use hardscape area
    - Picnic area with shelter building
    - Open grass area
    - Benches/seating area
    - Natural open space
9. Restroom facilities are encouraged.
10. To minimize noise and lighting impact on adjoining homes, active and noisy facilities, and those that may require lighting, should be located a minimum of 75 feet from the property line.

3. Community Parks

Description: A community park is a larger park that provides active and structured recreation opportunities primarily for young people and adults. These parks may range in size from 25 acres up to 100 acres. Community parks have a larger service area of approximately a one to two mile radius around the park. Community parks typically include facilities to support large group activities, and most often include sports fields. Also, they are large enough to allow for passive recreation opportunities as well as individual and family use. Community parks may provide swimming pools, community gardens, or indoor facilities to meet a wider range of recreation interests. As a result, they require support facilities, such as parking and restrooms.

Planning Guidelines and Design Standards:

1. This park type should have a balance of active and passive park uses. Active recreation facilities are intended to be used in an informal and unstructured manner.

2. Maintaining a large portion of natural open space should be a priority. Trails and other appropriate amenities can connect the open space with other developed portions of the park, and also provide buffering between the park and adjacent residential areas.
3. Safe walking and biking routes should provide access.
4. The site should be accessible from an arterial or major road.
5. Off-street parking should be provided. On-street parking can supplement off-street parking and is acceptable only if the street is adjacent to the park.
6. These parks should be located on the edges of residential areas rather than in the interior of developments because of the traffic and noise they generate.
7. Appropriate facilities may include:
    - Multi-use field(s) for informal active recreation
    - Children's playground area
    - Paved courts or multi-use area
    - One or more picnic areas, with one or more picnic pavilions of varying size
    - Restroom facilities
    - Internal trails or pathways, connecting to a community trail system
    - Facilities for cultural activities, such as plays and concerts
    - Natural open space and natural features

4. Natural Area/Open Space Parks

Description: These parklands may include environmentally sensitive lands, steep terrain, flood plain and other natural areas that are only minimally developed and may serve as conservation areas, educational and wildlife watching opportunities. The size range of this park type varies but should be linked to other open spaces and parkland to maintain park system connectivity. "There are no specific standards for how much conservation land a community ought to have. Instead, it is dependent on the number and quality of natural and historical resources in the area, public desire to preserve these valuable sites, and the willingness of the elected body to provide funds for their preservation." (*Park, Recreation, Open Space and Greenway Guidelines*, National Recreation and Park Association)

Planning Guidelines and Design Standards:

1. The primary function of this park type is to conserve open, natural space (including sensitive ecosystems and species, natural resources, wildlife habitat, and viewsheds).
2. The secondary function is to provide passive recreation opportunities with trails and other amenities.
3. Parking areas – Dependent on park use.
4. Natural areas should be integrated in the park system should have high conservation values and provide connectivity to other public lands, greenways, conservation lands, riparian corridors or wildlife corridors.
5. Promote connectivity of natural areas through trails, public lands, conservation easements, protection of riparian areas and other means.
6. Creating isolated islands of natural areas is discouraged, unless it is an opportunity to acquire critical land

7. Appropriate facilities may include;
    - Natural open space and natural features
    - Trails
    - Interpretive signage
    - Scenic/wildlife viewing areas

5. Sports Complex

Description: Sports Complexes are athletic facilities that include parking lot area, drinking water, lighting, multiple organized ball fields, courts and bathrooms. Serves people from the city and county. A minimum size of at least 20 acres is recommended for optimum use. Designed for active recreation use.

Planning Guidelines and Design Standards:

1. This park type is strategically located and solely for active and programmed recreation.
2. Sports Complexes should be located adjacent to non-residential land uses. Where these parks are adjacent to residential areas, buffering (topography, vegetation, etc.) shall be used.
3. Safe walking and biking routes should provide access.
4. Site should be easily accessible from major thoroughfares. Park access through residential areas should be avoided.
5. Topography and soils should be appropriate for developing sports facilities.
6. Natural vegetation along the perimeter of the park or in non-field areas may be preserved to increase aesthetics and wildlife value.
7. Parking areas should be off-street and be large enough to accommodate an identified number of participants and visitors.
8. Appropriate facilities may include:
    - Multiple ball fields and courts
    - Parking lot
    - Play structures
    - Restroom facilities
    - Multi-use buildings/shelters
    - Concession stand
    - Internal trails or pathways, connecting to a community trail system
    - Lighting
    - Drinking water

6. Special Use Parks

Description: Special use parks are sites most often occupied by a specialized facility oriented toward single-purpose uses. Uses that fall into this category include boat ramps, nature center, historic/cultural site, plaza, urban square, memorials, community gardens, sites geared toward a specific athletic activity, or sites occupied by buildings. The size of these parks is dependent on facility requirements and specific uses.

Planning Guidelines and Design Standards:

1. Safe walking and biking routes should provide access.
2. Parking areas – Dependent on park use.
3. Special use parks are often developed with partnerships.

7. Linear Parks

Description: Linear parks may be in a healthy, natural state or developed landscaped areas and other lands that follow corridors such as abandoned railroad right-of-ways, creeks, canals, power lines, and other linear, elongated features. This type of park usually provides non-motorized transportation and recreation opportunities and contains trails, landscaped areas, viewpoints, and seating areas. These parks may compose portions of a system of green infrastructure and serve as links from one park or community place to another.

Planning Guidelines and Design Standards:

1. In the public input process, trails were identified as a highly desirable component to the City parks system.
2. Trailhead parking areas should be strategically located and sized appropriately.
3. Appropriate facilities may include:
    - Trails
    - Natural open space and natural features
    - Wayfinding signage
    - Interpretive signage
    - Scenic/wildlife viewing areas
    - Restroom facilities may be desired at trailhead areas

8. Lake/Water Access Parks

Description: These parks range in size from small to large sites. These parks can include road rights-of-way, riparian areas, or be a component of other park types, like a community park and others described in this chapter. This type of park is primarily designed to provide fishing, boat or swimming access and/or protect riparian areas which provide wildlife habitat and enhance water quality. Often these parks inhabit environmentally sensitive areas. Planning, design and development should be conducted carefully to ensure the protection of natural systems, water quality and habitat.

Planning Guidelines and Design Standards:

1. The primary function of this park type is to provide public water access on a variety of water bodies in the Whitefish area.
2. In the public input process, water access parks were identified as highly desirable components to the City park system.
3. Safe walking and biking routes should provide access.
4. Parking is dependent on use and facilities provided.
5. Appropriate facilities include:
    - Trails/trailheads
    - Natural open space and natural features
    - Boat ramps
    - Designated swimming areas
    - Picnic areas

9. Cultural/Heritage Facilities

Description: The Cultural/Heritage Park classification recognizes that Whitefish and the surrounding region have a rich history which could be incorporated into the City park system. Cultural and heritage facilities include interpretive signage areas along trails, specific sites that are historically significant and may or may not contain remnants of historical significance, and areas incorporated into larger park types where appropriate.

Planning Guidelines and Design Standards:

1. The primary function of this park type is to preserve, enhance and educate park users about the cultural and historical foundation of the City of Whitefish and the surrounding region.
2. Parking is dependent on the facilities provided.
3. Safe walking and biking routes should provide access.
4. Appropriate facilities may include:
    - Interpretive signage
    - Seating and/or picnic areas

Appendix A. Whitefish Parks Inventory

A park system is one made up of different types of parks, open space areas, and recreational venues, each designed to provide a specific type of recreation experience and opportunity. A park classification system helps a community to assess the current level of service, identify gaps in service and project future needs. The inventory is organized according to the classification system that is commonly used for a community the size of Whitefish.

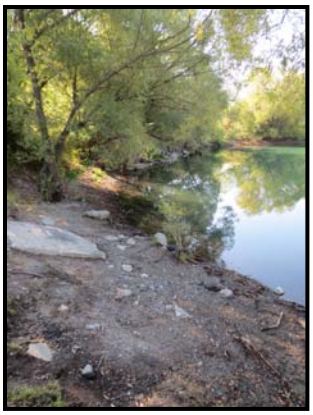
A. Pocket Parks

Pocket-parks, tot lots, and children's playgrounds are small, single-purpose play lots generally less than 2 acres in size. They are generally located to provide some passive open space in areas where there is limited land for a larger park. Park features usually include a small open grass area and may include a children's playground or a picnic area.

1. Kay Beller Park

Size	0.6 acres
Location	South Side of 2nd Street on Whitefish River, next to Senior Center
Amenities	Bike/pedestrian trail, observation deck, informal river access area
Park Furniture	Benches (2), picnic table (1), bike rack (1)
Parking	Paved parking lot (15 cars + 1 handicap)
Management Partners	N/A
Comments	Noxious weeds in landscape areas along path, banks eroding at river access. Starting in 2013 the park will be disturbed due to construction activities for the West Second Street & Bridge reconstruction project. Anticipated 2-year closure (park & trail section). After construction, the park will be restored to its current condition.

Kay Beller Park



Informal river access and eroding banks

2. O'Brien Bluffs Park

Size	1.0 acres
Location	O'Brien Bluffs Subdivision on O'Brien Avenue
Comments	Undeveloped open space; The "Woodland Play Area" Conceptual Design was adopted in 2010.

The east end of O'Brien Bluffs parkland

The north end of O'Brien Bluffs parkland

3. Soroptimist Park

Size	0.8 acres
Location	Minnesota Avenue
Amenities	Playground, ½ basketball court, small picnic shelter, informal active play/soccer area, perimeter fencing and gate
Park Furniture	Picnic table (1 moveable), trash receptacle (1), grill, soccer goals (2 moveable)
Parking	On-street
Management Partners	Soroptimist does occasional fundraising

Soroptimist Park Playground

Picnic Shelter

Planned Improvements	Replace outdated play equipment with new equipment & install safety surfacing material & borders (comply with current national safety standards) – pending fundraising
Comments	Chemical-free park

B. Neighborhood Parks

Neighborhood parks are a combination playground/park designed primarily for non-organized recreation activities. Located within walking and bicycling distance of most users, they are generally moderate in size (about 3-10 acres) and serve people living within walking distance of about one-half mile of the park. Neighborhood parks provide access to basic recreation opportunities for nearby residents, enhance neighborhood identity, and preserve open space. Facilities typically found in neighborhood parks include playgrounds, picnic tables and benches, trails, open grass areas/informal play areas, and outdoor basketball courts.

1. Baker Park

Size	1.5 acres
Location	Baker Avenue & 5th Street
Amenities	Two playground areas (toddler & preschool age appropriate), seasonal restroom, small gazebo, Whitefish River access with fishing dock
Park Furniture	Benches (5), picnic table (2 moveable), trash receptacle (1), mutt mitt dispenser, interpretive signage (Kootenai Indians)
Parking	On-street (approximately 15 spaces)
Partners	Rotary Club. Playground donated by the Patterson Family.
Planned Improvements	N/A
Comments	AKA Kiddie Park. Separated from Riverside Park by Baker Avenue. Bike trail along river connects to Riverside Park. Fishing dock has limited accessibility and dock is in disrepair. Mature evergreen and deciduous trees in various states of health.

Baker Park Playground

Baker Park Restrooms

2. Crestwood Park

Size	2.5 acres
Location	Crestwood Drive
Amenities	Horseshoe pits, volleyball area and a moveable picnic table and benches, expansive grove of mature aspen trees
Comments	Undeveloped open space; located in County. Crestwood parks connects to the Averill's Viking Creek Wetland Preserve's trail system via a small trailhead/parking area.

Horseshoe pits and volleyball area at Crestwood Park

Edge of aspen grove towards the south end of Crestwood Park

3. Memorial Park

Size	9.5 acres (approximately 5 acres = baseball stadium and 4.5 acres = park)
Location	Bounded by East 2nd Street, Pine Avenue, 4th Street, & Fir Avenue (north of Whitefish High School)
Amenities	Restroom and concession at stadium are only open for events at the stadium, playground area
Park Furniture	Moveable picnic tables (2) in playground area.
Sports Facilities	Basketball court, two tennis courts, Jack Zerr field (youth baseball field), Glacier Twins Baseball Stadium. Stadium is also used for high school football games.

Parking	Paved lots around Glacier Twin Field (approximately 50 spaces + 2 handicap spaces)
Management Partners	Glacier Twins Baseball and School District 44 use and maintain stadium and restrooms.
Planned Improvements	Rebuild tennis courts. Construction of grandstand for stadium is underway.
Comments	Potential site for high school tennis courts. Play equipment is underused and outdated. Basketball court needs resurfacing. Streetscape improvements (street tree/lawn boulevard, sidewalks, pedestrian lighting, etc) needed on the east and south sides of park.

Glacier Twins Baseball Stadium at Memorial Park

Playground Area at Memorial Park

Jack Zerr Field at Memorial Park

4. Riverside Park

Size	3.9 acres (incl. 5th Street right-of-way)
Location	Baker Avenue & 5th Street, adjacent to the Whitefish River
Amenities	Whitefish River access with two fishing docks. Pond (used for stormwater treatment) with public artwork. Bike/pedestrian trail with footbridge crossing the river.
Park Furniture	Benches (8), trash receptacles (6), mutt mitt dispensers (2), picnic table (1 moveable). Drinking fountain & spigot at tennis courts. Bollard & decorative pedestrian lights.
Sports Facilities	Three tennis courts
Parking	Off-street paved parking lot (10 spaces + 1 handicap). Two parking spaces on O'Brien Avenue.
Management Partners	N/A
Planned Improvements	Rebuild tennis courts. Repave parking lot. Install lighting on bike/pedestrian trail.
Comments	Separated from Baker Park by Baker Avenue. Algae growth in pond. Spraying pond for yellow flag iris (2012). Noxious weed growth around pond. Pond needs dredging. Portions of trail paving in poor condition due to tree root upheaval. Significant erosion occurring on river banks.

Paved trail at Riverside Park

Riverside Park Pond with public art sculpture

Severe erosion occurring on river banks at Riverside Park

C. Community Parks

A community park is a larger park that provides active and structured recreation opportunities primarily for young people and adults. These parks may range in size from 25 acres up to 100 acres. Community parks have a larger service area of approximately a one to two mile radius around the park. Community parks typically include facilities to support large group activities, and most often include sports fields. Also, they are large enough to allow for passive recreation opportunities as well as individual and family use. Community parks may provide swimming pools, community gardens, or indoor facilities to meet a wider range of recreation interests. As a result, they require support facilities, such as parking and restrooms.

1. Armory Park

Size	29.3 acres
Location	Armory Road
Park Areas	Roy Duff Memorial Armory building (a multi-purpose facility with kitchen), Dave Olseth Memorial Skate Park, Armory Dirt Jumps (bike jump area), Hugh Rogers/WAG Dog Park
Park Features/Furniture	Armory Park: Armory building, war memorial (unfinished), water fountain and dugouts by ball fields Skate Park: Benches (Sponsor's name engraved on bench), trash receptacles, signage Armory Dirt Jumps: fencing, signage Dog Park: fencing, pavilion, benches, mutt mitt dispensers, benches Walking trails connecting different park areas
Sports Facilities	Armory Park: softball fields (4), ballpark maintenance shed. Skate park Bike jumps
Parking	Off-street parking. 2nd Street parking lot (gravel, approximately 50 spaces);

Roy Duff Memorial Armory & War Memorial at Armory Park

Dave Olseth Memorial Skate Park at Armory Park

	Armory parking lot (paved, approximately 30 spaces + 2 handicap); softball field parking lot (gravel, approximately 30 spaces)
Management Partners	Softball Association; Skatepark Group; WAG - Dog Park; Flathead Fat Tire Assoc. (bike jump)
Planned Improvements	Armory – The Amory building needs floor improvements and heating system; improve drainage for ball fields; restrooms and concession stand. Dog Park – improve drainage and pond expansion.
Comments	The Armory building is used for youth basketball and sports camps, adult sports activities (incl. pickle ball), and can be rented for private events. Flathead Rapids use the Armory building for indoor soccer programs for youth and adults. Noxious weed issues. Proposed Second Street Reconstruction (2014) may include the construction of Veterans Way and other improvements to the southwestern portion of the park. The Armory Park Master Plan was adopted in 2006.

Hugh Rogers/WAG Dog Park at Armory Park

Armory Dirt Jumps at Armory Park

Agility course at the Hugh Rogers/WAG Dog Park

D. Natural Area/Open Space Parks

These parklands may include environmentally sensitive lands, steep terrain, flood plain and other natural areas that are only minimally developed and may serve as conservation areas, educational and wildlife watching opportunities. "There are no specific standards for how much conservation land a community ought to have. Instead, it is dependent on the number and quality of natural and historical resources in the area, public desire to preserve these valuable sites, and the willingness of the elected body to provide funds for their preservation." (*Park, Recreation, Open Space and Greenway Guidelines*, National Recreation and Park Association)

Currently there are no City parklands that function primarily as natural area/open space.

E. Sports Complex

Sports Complexes are athletic facilities that include parking lot area, drinking water, lighting, multiple organized ball fields, courts and bathrooms. Serves people from the city and county. A minimum size of at least 20 acres is recommended for optimum use. Designed for active recreation use.

1. Grouse Mountain Park

Size	7.9 acres
Location	2nd Street west of Grouse Mountain Lodge
Amenities	Public Restrooms & Rest Area
Park Furniture	Picnic table (1 moveable), mutt mitt dispenser
Parking	Off-street paved parking lot (20 spaces + 4 handicap). 30 angled spaces on Fairway Drive.
Sports Facilities	Two soccer fields with moveable goals, three tennis courts

Grouse Mountain Park Public Restroom/Rest Area

Management Partners	Whitefish Lake Golf Association and Montana Department of Transportation (MDT)
Planned Improvements	N/A

Comments	City maintains the tennis courts, restrooms and irrigation system. Whitefish Golf Association mows the soccer fields. City monument/entry sign, with new landscape, will be rebuilt in approximately the same area.

Grouse Mountain Park Soccer Fields

Grouse Mountain Park Tennis Courts

2. Smith Fields Sports Complex

Size	39.1 acres
Location	River Lakes Parkway, east of North Valley Hospital
Amenities	Playground area (Whitefish Community Foundation Playground), seasonal concession/restroom buildings (2), perimeter fencing with internal fencing by area
Park Furniture	Benches, picnic tables, trash receptacles, mutt mitt dispensers, interpretive signage (Kootenai Indians), storage sheds throughout complex
Sports Facilities	Lyman-O'Shaughnessy soccer complex (moveable goals and electronic scoreboard), Atkinson soccer field (moveable goals), softball/baseball quad (with electronic scoreboards &

East entry area

Concession/restroom building at the baseball/softball quad

	bleachers) & 2 additional baseball/softball fields, batting cages, tee-ball/youth area with 2 small fields
Parking	Off-street paved parking lots (2 lots with internal paved connector roads): approximately 400 parking spaces
Management Partners	Leased to Project Whitefish Kids (PWK) who manage and maintain the facility
Planned Improvements	PWK plans to replace outdated play equipment with new equipment & install safety surfacing material & borders (comply with current national safety standards).
Comments	Utilized for a soccer and softball tournaments, and high school softball, baseball and soccer programs

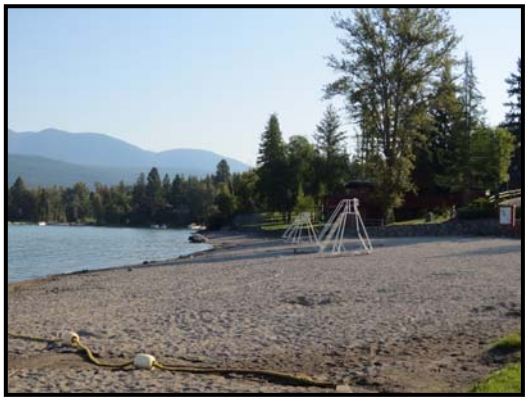
The Lyman-O'Shaughnessy soccer complex

F. Special Use Parks

Special use parks are sites most often occupied by a specialized facility oriented toward single-purpose uses. Uses that fall into this category include boat ramps, nature center, historic/cultural site, plaza, urban square, memorials, community gardens, sites geared toward a specific athletic activity, or sites occupied by buildings.

1. City Beach

Size	2.6 acres (approximately 2.2 acres beach and 0.4 acres parking)
Location	South end of Whitefish Lake (Washington Avenue & Skyles Place)
Amenities	Public swimming area on Whitefish Lake, lifeguards, public boat launch, three gazebos, seasonal restroom,



City Beach

	and concessions. Services include lifeguards, boat rentals, and hover craft storage shed.
Park Furniture	Picnic tables (5 moveable), trash receptacles (9), bike rack (1), benches (4), drinking fountain, interpretive sign (Kootenai Indians), grills
Parking	Parking Lot Across Beach- paved (21 spaces + 3 handicap), Overflow Parking Lot on Edgewood (6 trailer spaces, 9 car spaces +1 handicap space)
Management Partners	N/A
Planned Improvements	Stabilize east bank – retaining wall improvements, develop expanded dock and boardwalk system.
Comments	Potential to add additional acreage to west of beach. Issues noted in "Resource Assessment" include parking, garbage problems, congestion, and overuse of facility. Master Plan was completed in the early 1980s and needs to be updated. Skye Park bridge and trail will provide trail connection.

City Beach Restrooms & Concession Building

2. Depot Park

Size	1.9 acres
Location	Central Avenue & Railway Street – downtown next to the train depot
Amenities	Open green space, pond with public artwork (temporary location), picnic area, and public artwork/bronze sculpture

The park is primarily open green space with shade trees

Park Furniture	Benches, picnic tables, trash receptacles, mutt mitt dispensers, bike racks, decorative pedestrian lighting, newspaper boxes
Parking	On-street parking, public parking lot across Spokane Avenue
Management Partners	N/A
Planned Improvements	The Depot Park Master Plan was completed in February 2012. A tree inventory/arborist's report was conducted in August 2011 and tree removal recommendations were part of the park's master plan. The old bank drive-thru and associated paving was removed in Summer 2012 and sodded lawn was installed.
Comments	Venue for community festivals and farmers market. Current location for the City of Whitefish Parks & Recreation and Planning Departments, with a designated off-street parking lot. Park contains 8 groundwater monitoring wells for the BN Superfund project. Lawn areas are damaged due to high intensity/event use. Public restroom location identified in master plan process (O'Shaughnessy Center area identified as preferred location). Park Board is developing an interim management and maintenance plan for addressing overuse and lawn damage until the master plan can be implemented. The Depot Park Master Plan was adopted February 2012.

Pond with 'Whitefish Rising' sculpture

3. Mountain Trails Park

Size	4.3 acres
Location	Wisconsin Avenue & Colorado Avenue
Amenities	Stumptown Ice Den (indoor ice rink), Saddle Club meeting space building, outdoor plaza with grills, & warming hut building
Park Furniture	Benches, picnic table (3 moveable), trash receptacles, decorative pedestrian lights in the Ice Den area

Sports Facilities	Indoor ice rink and outdoor sand volleyball court
Parking	Off-street paved parking lots: Stumptown Ice Den lot (85 spaces + 3 handicap), Saddle Club lot (20 spaces)
Management Partners	Ice Rink Advisory Committee
Planned Improvements	TBD pending master plan update
Comments	Ice Den used for summer day camp programs. Glacier Nationals (amateur youth hockey team) rents the STID facility. Ice time is maximized with various programs (generally 6am-midnight, 7 days a week).

The Stumptown Ice Den (with entry reconstruction)

G. Linear Parks

Linear parks may be in a healthy, natural state or developed landscaped areas and other lands that follow corridors such as abandoned railroad right-of-ways, creeks, canals, power lines, and other linear, elongated features. This type of park usually contains trails, landscaped areas, viewpoints, and seating areas. These parks may compose portions of a system of green infrastructure and serve as links from one park or community place to another.

1. Creekwood Park

Size	4.5 acres
Location	On the Whitefish River along Creekwood Drive
Comments	Undeveloped open space

Creekwood Park, west of road, and adjacent to paved trail

Creekwood Park, east of road

2. The Lakes Park

Size	16.6 acres
Location	River Lakes Parkway, adjacent to The Lakes subdivision
Comments	Undeveloped open space, contains a pond/wetland area adjacent to the senior center property, and property between the Whitefish River and northern edge of The Lakes subdivision.

The pond at The Lakes Park

3. Rivers Edge Park & River Park

Size	2.7 acres
Amenities	Bicycle/pedestrian trail, decorative pedestrian lighting and bollard lighting, and river access area
Location	Whitefish River access, across the street from the Smith River access
Comments	Undeveloped open space. Two parks are linked by .32 mile of paved bicycle trail and easement at east end of Greenwood. Requires forestry management and revegetation.

A portion of Fish Trails at River's Edge parkland

Whitefish River access on the River's Edge parkland

4. River Trail Park

Size	3.5 acres
Location	Whitefish River between Voerman Road and Columbia Avenue
Comments	Undeveloped open space; requires forestry management and revegetation. This parkland is a major link in the City bike/ped trail network, providing a connection from River's Edge/River Park to area schools.

Dense vegetation at River Trail Park

5. Riverwood Park

Size	4.4 acres
Location	Follows Whitefish River between JP Road and Voerman Road
Amenities	Bicycle/pedestrian trail, decorative pedestrian lights, shelter, and a picnic table
Management Partners	Fish Trails
Comments	Noxious weeds and weedy grasses along portions of trail. Possible future canoe access area and ADA-accessible trail down from cul de sac.

Bike/pedestrian bridge over the Whitefish River

The Rocksund Trail shelter

H. Lake/Water Access Parks

These parks are primarily designed to provide fishing, boat or swimming access and/or protect riparian areas which provide wildlife habitat and enhance water quality.

1. Canoe Park

Size	0.4 acres
Location	West of Columbia Avenue on the Whitefish River
Comments	Undeveloped open space

Canoe Park

The Whitefish River at Canoe Park

2. Skye Park

Size	0.3 acres
Location	Whitefish River access; east end of Birch Point Drive
Comments	Undeveloped open space. Currently, a pedestrian/bike bridge is planned to cross the Whitefish River and provide paved trail connections for Fish Trails, connecting the Birch Point area with downtown.

Looking north across Whitefish River from Skye Park

The BNSF train trestle over the Whitefish River at Skye Park

I. Other Recreation Facilities

These facilities are City-owned properties that are operated by private/non-profit entities and serve the public. These facilities have a single-purpose use and are fee-based.

1. The Wave

Size	3.0 acres (1.4 acres developed; 1.6 acres undeveloped)
Location	Northwest corner of 13th Street & Flathead Avenue
Amenities	Indoor pools/aquatic center; gym space, fitness center, exercise studios; racquetball, handball & squash courts; locker rooms; children's day care area; party rooms
Management Partners	
Comments	Fee-based indoor fitness facility

2. Whitefish Lake Golf Course

Size	220.6 acres total (City-owned North Course = 112.2 ac; WGA-owned South Course = 108.4 ac)
Location	2nd St West/Highway 93, approximately 1 mile west of downtown
Comments	Thirty-six holes total. City owns the north course and leases it to the Whitefish Golf Association (WGA). WGA owns the south course.
Management Partners	Whitefish Golf Association
Comments	Fee-based

Summary of City –Owned Sports Facilities

In addition to the acreage of parks it is also important to look at the types of facilities that are being offered. This will determine if there is a need for certain types of facilities that should be incorporated into the design of future parks. (*Includes Smith Fields Sports Complex)

SPORTS FACILITIES (BY TYPE)	Quantity
Baseball/Softball Field	12
Baseball Field (Youth)	3
Basketball Court (Full)	1
Basketball Court (Half)	1
Bike Jump	1
Indoor Ice Rink	1
Skateboard Park	1
Soccer Fields	12
Outdoor Tennis Courts	8
Volleyball Court (Sand)	1
Volleyball Court (Grass)	1

Whitefish Parks and Recreation Department

WHAT DO YOU THINK?

Please participate in this survey so the City of Whitefish can better serve you.

1. Gender: Male Female

2. What is your housing Status? Homeowner Renter Other

3. Please write in the number of persons living at your residence in each age category.

_____Below age 5 _____5 - 10 _____11 - 15 _____16 - 18 _____18 - 25
_____ 26 -40 _____ 41 – 55 _____ 56-65 _____66 - 75 _____76 +

4. Circle where you live: Within the Whitefish City Limits Elsewhere in Flathead County
Within 2 miles Whitefish Outside of Flathead County

5. Whitefish Residential Status: Year-Round resident Primarily Summer Resident
Visitor Primarily Winter Resident

6. Please rank the importance of the following goals and objectives for parks and recreation.

	Very Important				Not Important	
a. Parks should promote youth development	1	2	3	4	5	No opinion
b. Parks should promote health and wellness	1	2	3	4	5	No opinion
c. Parks should protect natural areas/open space	1	2	3	4	5	No opinion
d. Parks should provide cultural/learning opportunities	1	2	3	4	5	No opinion
e. Parks should help seniors remain active	1	2	3	4	5	No opinion
f. Parks should attract visitors to the community						
g. Parks should be places to enjoy the outdoors/nature	1	2	3	4	5	No opinion
h. Parks should be places for general leisure/picnics	1	2	3	4	5	No opinion
i. Parks should be places for special events	1	2	3	4	5	No opinion
j. Parks should be places for family activities	1	2	3	4	5	No opinion
k. Parks should be places to play sports	1	2	3	4	5	No opinion
l. Parks should be places to meet friends	1	2	3	4	5	No opinion
m. Park designs should include accessible features for the disabled population	1	2	3	4	5	No opinion
n. Park designs should include native vegetation	1	2	3	4	5	No opinion
o. Park designs should protect water quality	1	2	3	4	5	No opinion
p. Park designs should be coordinated with efforts to clean-up nearby contaminated properties	1	2	3	4	5	No opinion
q. Park designs should incorporate local history	1	2	3	4	5	No opinion

7. Please rank the importance of each of the following activities or facilities to you.

	Very Important				Not Important	
a. Acquire land for future parks	1	2	3	4	5	No opinion
b. Maintain existing parks/facilities as they are	1	2	3	4	5	No opinion
c. Improve and expand existing parks/facilities	1	2	3	4	5	No opinion
d. Provide recreation programs/activities	1	2	3	4	5	No opinion
e. Build outdoor tennis complex	1	2	3	4	5	No opinion
f. Build indoor tennis center	1	2	3	4	5	No opinion
g. More parks with lake, river or creek frontage	1	2	3	4	5	No opinion
h. More parks with sports fields	1	2	3	4	5	No opinion
i. Sports & rec programs for youths under 18	1	2	3	4	5	No opinion
j. Sports & rec programs for adults	1	2	3	4	5	No opinion
k. Nature themed playgrounds	1	2	3	4	5	No opinion
l. Public art such as murals and sculptures	1	2	3	4	5	No opinion
m. Community festivals, concerts and special events	1	2	3	4	5	No opinion
n. Environmental education or nature center	1	2	3	4	5	No opinion
o. Water access for swimming, boating, fishing	1	2	3	4	5	No opinion
p. Modernize and Improve Ice Rink	1	2	3	4	5	No opinion
q. Aquatic programs (swimming, scuba diving, water fitness. . .)	1	2	3	4	5	No opinion
r. Alternative Sports (Folf, ultimate Frisbee, bicycle polo, rock climbing wall, . . .)	1	2	3	4	5	No opinion
s. Drop-in activities for youths (gym, game room, computers...)	1	2	3	4	5	No opinion
t. Canoe trail along Whitefish River	1	2	3	4	5	No opinion

8. What are the most convenient program times for you and others in your household? (Circle all that apply)	9. If you participated in services and programs offered by Whitefish Parks Dept., how did you learn about them? (Circle all that apply)
a. Weekday mornings	a. From the City's mailer of program/activities
b. Weekday afternoons	b. From the local newspaper
c. Weekday evenings	c. From friends or word of mouth
d. Weekend mornings	d. Information distributed at schools
e. Weekend afternoons	e. Posters/Flyers
f. Weekend evenings	f. City Website
g. Drop-in format, rather than ongoing activities	g. Other (Please specify):
h. Other (specify):	

10. How often do you use the park or facility during **PEAK** season?

	Weekly	**Monthly**	**Rarely if ever**	**Don't know where park is located**
Skateboard Park at Amory Park				
Bike Jump at Amory Park				
Whitefish Softball Complex at Armory Park				
Armory Building				
Baker Park - Kiddie Park				
City Beach				
Kay Beller Park				
Grouse Mountain Park				
Playground and tennis courts at Memorial Park (*The park where high school football games are played)*				
Riverside Park				
Soroptimist Park				
Riverwood Canoe Access by Rocksund Gazebo				
Depot Park				
WAG Dog Park				
Whitefish Trails on State Trust Lands				
Ice Rink at Mountain Trails Park				
Saddle Club at Mountain Trails Park				
Smith Sports Park (Soccer complex by hospital)				
The Wave				
Bike/Pedestrian Trails				

11. Indicate any of the following groups that you feel are underserved by current recreation services? (Circle all that apply)	12. If you do not participate in recreation programs offered by Whitefish Parks Dept. what are your reasons? (Circle all that apply)
a. Pre-schoolers	a. Not aware of programs
b. Elementary youth	b. Do not have activities I'm interested in
c. Middle school youth	c. Poor quality of programs
d. High school youth	d. Held at inconvenient times
e. Young Adults (20 to 40)	e. Held at inconvenient locations
f. Mature Adults (40 to 65)	f. Classes or programs are full
g. Seniors (65+)	g. Need child care to participate
h. Families	h. Too busy; no time
i. People from diverse cultures	i. Lack of transportation
j. People with disabilities	j. Too expensive
Other (specify):	Other (specify):

13. If you are familiar with the parks or facilities below, are any of the following items an issue with that facility?

	Litter	**Vandalism**	**Weeds**	**Grass Overgrown**	**Safety**	**Facilities outdated**	**Facilities not maintained**	**Park is overused**	**Not enough parking**	**Restrooms**
Skateboard Park at Amory Park										
Bike Jump at Amory Park										
Whitefish Softball Complex at Armory Park										
Armory Building										
WAG Dog Park										
Baker Park (AKA Kiddie Park)										
City Beach										
Kay Beller Park										
Grouse Mountain Park										
Riverside Park										
Soroptimist Park										
Depot Park										
Riverwood Canoe Access at Rocksund Gazebo										
Whitefish Trails on State Trust Lands										
Playground and tennis facilities at Memorial Park (*The park where high school football games are played)*										
Ice Rink at Mountain Trails Park										
Saddle Club at Mountain Trails Park										
Smith Sports Park										
The Wave										
Bike/Pedestrian Trails										

Comments:

14. Please indicate the activities in which you participate. (Check the box for all that apply)

	Jogging/Running	Skiing/Snowboarding (downhill)	
	Swimming	Skiing (x-country)	
	Walking for Pleasure	Rafting/Tubing/Paddle Board	
	Exercising/Aerobics/Weight Training	Baseball	
	Gardening	Softball	
	Bicycling (pleasure)	Soccer	
	Dog Walking/Dog Parks	Volleyball	
	Bird Watching/Feeding	Ice Skating	
	Nature Walks – Wildlife Watching	Picnicking	
	Volunteer Activities	Basketball	
	Photography	Golf	
	Boating (power)	Tennis	
	Yoga/Pilates	Skateboarding	
	Cultural Events (attend)	Orienteering/Geocaching	
	Canoe/Kayaking/Sailing	Horseshoes	
	Arts and crafts	In-Line Skating	
	Concerts (attend)	Disc Golf - FOLF	
	Fishing	Ultimate Frisbee	
	Pickle ball	Ice Hockey	
	Dodgeball	Waterskiing – Wakeboarding	
	Playground (visit/play)	Rock Climbing	
	BMX Biking	Other:	

15. Please indicate the degree to which you agree or disagree with the following statements regarding trails.

	Strongly Agree				**Strongly Disagree**	
a. We need more trails to increase non-motorized transportation options	1	2	3	4	5	No opinion
b. We need more trails to experience nature	1	2	3	4	5	No opinion
c. We need more trails to improve access to schools, parks and shopping	1	2	3	4	5	No opinion
d. We need more trails to promote exercise	1	2	3	4	5	No opinion
e. We need more trails for recreation	1	2	3	4	5	No opinion
f. We have enough trails	1	2	3	4	5	No opinion
g. Trails are convenient to access	1	2	3	4	5	No opinion
h. Trails are well connected	1	2	3	4	5	No opinion
i. I feel safe on trails	1	2	3	4	5	No opinion
j. Trails are well maintained	1	2	3	4	5	No opinion
k. I use trails frequently	1	2	3	4	5	No opinion
l. I generally know where trails are located	1	2	3	4	5	No opinion

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16. Please indicate the types of resources you would support the City using to fund and implement the Parks and Rec Master Plan. (Circle all that apply)	
a. City General Fund	j. Tax Increment Financing
b. Grants	k. Partnerships with non-profits & other groups
c. Non-profit/foundation fundraising	l. Business partnerships
d. Volunteers	m. Sponsorships
e. Open space bond	n. Advertising on park facilities
f. Higher user fees for non-residents	o. Intergovernmental Cooperation with County & State
g. Increase facility rental fees	p. Increase park maintenance levy
h. Special improvement districts for new subdivisions	q. Impact fees on new development
i. State or federal funding	
Other:	

17. Are there any other comments you would like to share?

18. Provide your e-mail if you would like to receive an e-newsletter on the plan.

Appendix C: Acquisition Criteria

Park land acquisition or protection, through the subdivision dedication process, purchase, or land exchange is a critical component of an effective parks system. The City must thoughtfully consider each acquisition. The following questions evaluate potential acquisitions. A proposed acquisition need not meet all listed questions to be acceptable, and some questions are more important than others. The list is meant to provide guidelines for making educated choices.

RECREATION PARKS

Basic Attributes

1. Is the land of an appropriate size and shape?
2. Is the character of the land (topography, drainage, soils, etc.) appropriate?
3. Does the land have inherent economic value comparable to the lands adjoining it?
4. Is this land suitable, upon development, to provide the recreation experiences needed in the area?
5. Would the use of this land (as guided by its classification) harm the natural environment?

Location

1. Is the land in an appropriate place?
2. Would this land contribute to the equitable distribution of parks in the planning region?

Access

1. After dedication, would this land, upon casual observation, be easily identifiable as a public park?
2. Will the land be appropriately accessible to the public?

Developments

1. Is the supporting infrastructure (utilities, access, etc.) available in the appropriate form and scale needed?
2. Is the land free of infrastructure (high-tension power lines, sewage lagoons, etc.) that would limit appropriate park uses?
3. Is the land free of easements (drainage, effluent disposal, mineral extraction, motorized access, etc.) that would limit appropriate park uses?
4. Does the land have any special cultural or historical significance?

Hazards and Costs

1. Are there physical hazards, limitations or restrictions that would hinder the intended use of the land?
2. Would the benefits offered by this land outweigh the potential liabilities?
3. Would the benefits offered by this land outweigh foreseeable maintenance costs?

Contribution to the Park System

1. Does the land complement other nearby park lands?
2. Does the land serve as a linkage or corridor to other park lands?
3. Do non-motorized travel-ways exist between this park and residences, schools, and other parks and open space?

Harmonious Existence with Built Environment

1. Would the use of this land (as guided by its classification) conflict with adjacent land use?
5. Does adjacent land use conflict with the intended uses of this land?

CONSERVATION PARKS

Physical Landform

1. Does the land contain a riparian area?
2. Does the land contain unique geomorphic features?
3. Is the landform essentially in its natural state, or can it be returned to such a state?

Flora and Fauna

1. Does the land serve an important biological purpose in the area?
2. Is the majority of the vegetation native to the area?
3. Is the habitat unique to the area?
4. Does a diversity of plant species exist on the site?
5. Does a diversity of animal species exist on the site?
6. Is the land large enough and of high enough quality to provide self-contained habitat?
7. Does the land provide for wildlife linkages to other habitat areas?
8. Do any sensitive or rare plant or animal species live on or use this land?
9. Does the land buffer adjacent lands that contain sensitive or rare plants or animals?
10. Is the habitat largely unaltered from its natural state, or can it be restored to such a state?

Human Uses

1. Will human use of this land harm the natural habitat?
2. If the land is intended to serve as a non-motorized linkage to other areas, is it suitable for such a purpose?
3. Does the land provide educational opportunities?
4. Is the land threatened by other uses?

Contribution to the Conservation Land System

1. Is the land in an area identified as having important resources?
2. Does the land link other conservation lands?
3. Does the land contribute to the diversity of conservation lands in the area?

Harmonious Existence with Built Environment

1. Does (or will) adjacent land use degrade the naturalness of the land?
2. Will it be possible to prevent intrusions from exotic plants, domestic animals, and other threats?

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RESOLUTION NO. 13-__

A Resolution of the City Council of the City of Whitefish, Montana, to approve a petition to the Montana Department of Fish, Wildlife & Parks to limit a portion of the Whitefish River to manually powered or electric motors only in order to protect public safety and provide resource protection in the riparian zone.

WHEREAS, in the interest of public safety and protection of public health and the river resource, in 1989 after public notice and hearing, the Montana Department of Fish, Wildlife & Parks (FWP) implemented a "no wake" restriction on all watercraft operating on the Whitefish River from its confluence with Whitefish Lake to the JP Road Bridge by ARM §12.11.645, whereby there is no "white" water in the track or path of the vessel or in created waves immediate to the vessel; and

WHEREAS, despite the "no wake" speed restriction on the Whitefish River, the continued operation of motorized watercraft on Whitefish River creates white water in its track or path and waves immediate to the vessel, which have not been eliminated, have proven difficult to enforce, and usage of non-motorized watercraft is expected to increase; and

WHEREAS, due to the geographical characteristics of the river corridor and limited sight distances, recreational use by swimmers and operators of motor-propelled watercraft and traditional non-motorized craft creates the potential for serious conflict and the risk of personal injury, if not restricted; and

WHEREAS, the City of Whitefish recognizes the Whitefish River as an essential, but fragile natural resource, in need of protection, for the quality of life and recreational use of all Montanans, and visitors to our community, and as an important habitat for a wide variety of territorial life; and

WHEREAS, the City has an essential interest in the Whitefish River, as its headwaters originate at the outlet from Whitefish Lake, the lake bed up to the low water mark having been annexed into the City by Resolution No. 05-25 on August 15, 2005; and

WHEREAS, beginning from its headwaters at Whitefish Lake, the Whitefish River corridor continues through the City's jurisdictional area to the bridge at Highway 40, a distance of almost six miles. The river depth is approximately four feet, the upper reach of the river narrows to approximately 46 feet with an average of less than 80 feet in width. The maximum sight distance is 549 feet and the minimum is 103 feet, averaging less than 278 feet; and

WHEREAS, the stream bottom and shore immediately adjacent to the Whitefish River is characterized by glacial outwash deposits, glacial till and lacustrine deposits, which are highly erodible; and

WHEREAS, due to its highly erodible geography, the river corridor continues to experience erosion and disruption of the river bed, shoreline, and banks, visible along the river corridor; and

WHEREAS, realizing the importance of protecting water quality, waterways, vegetation, wildlife and fish, the City Council enacted the Water Quality Protection Ordinance, Ordinance No. 12-04 on February 6, 2012; and

WHEREAS, in order to protect the unstable river bank and reduce rotational slumping along the Whitefish River corridor, and the risk of transporting the phosphate absorbed alkaline silts downstream toward Flathead Lake, wave action and motorized disturbance needs to be minimized and controlled; and

WHEREAS, FWP is authorized under Montana law as the responsible agency to determine recreation rules, and permitted and restricted recreational use on Montana's waterways in the interests of public health and safety, and protection of the State's natural resources. State law provides the process to petition the FWP Commission for river recreation management decisions and the restriction of use on waterways; and

WHEREAS, at publicly noticed hearings on September 3 and November 4, 2013, public comment was taken and following discussion, the City Council approved the resolution to petition FWP to limit watercraft to manually powered or electric motors on a portion of the Whitefish River from its outlet at Whitefish Lake to the bridge at Highway 40; and

WHEREAS, it will be in the best interests of the City of Whitefish, and its inhabitants, to petition for and be granted FWP's approval for such designation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Whitefish, Montana, as follows:

Section 1: The City of Whitefish adopts this Resolution as an expression of its support for the Petition to the FWP Commission to limit a portion of the Whitefish River from its outlet at Whitefish Lake to the bridge at Highway 40 to manually powered or electric motors only.

Section 2: On behalf of the City, the City Manager will Petition the FWP Commission seeking such restriction and designation for a portion of the Whitefish River, and to take such further action to have the restriction and designation approved by FWP.

Section 3: This Resolution shall take effect immediately upon its adoption by the City Council, and signing by the Mayor thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WHITEFISH, MONTANA, THIS _____ DAY OF _____, 2013.

_____
John M. Muhlfeld, Mayor

ATTEST:

_____
Necile Lorang, City Clerk

Whitefish River Non-motorized Waterway

Proposal

Introduction:

In order to protect human safety and preserve the natural resource values afforded by the Whitefish River, it is the desire of the City of Whitefish to call upon the Montana Department of Fish, Wildlife, and Parks to designate the Whitefish River from the BNSF trestle below the outlet from Whitefish Lake to the bridge at Highway 40 as Montana's first urban non-motorized waterway.

The Whitefish River traverses the Whitefish community from its origin at the outlet from Whitefish Lake to the bridge at Highway 40. This headwaters segment makes it an ideal candidate to become Montana's first urban non-motorized waterway. Such a designation would protect public safety and protect an impaired river.

A draft resolution to accomplish this goal is attached.

Description:

The Whitefish River from the outlet at Whitefish Lake to the Highway 40 Bridge is approximately 5.95 miles in length and is accessible by powered watercraft only at

these two locations. In addition, non-motorized craft currently have unimproved public access at Kay Beller Park (Hwy 93 West Bridge), Riverside Park at Baker Street, and a City-owned unimproved site near the corner of Riverside and Columbia Avenues. The river itself is currently on Montana's 303(d) list as threatened for partial support for aquatic life and cold water fishery—trout (Relyea).

For the past three years the upper reach of the River has seen no recreational use due to the closure necessitated by the cleanup of petroleum sheen by Burlington Northern Santa Fe Railroad. Cleanup is scheduled to conclude in July, 2013. The lower reach saw only limited floater traffic during this same period because of limited access due to cleanup operations.

Safety:

Historically the Whitefish River has been shared by a variety of uses including swimming, floating, paddle boarding, fishing, and power boating. The foot bridge at Riverside Park is a popular venue for bridge jumping. Use is generally limited to that period of time when water temperature permits extended periods of emersion—mid June through August. Large water craft are limited to a short period of high water that permits ingress and egress from Whitefish Lake. Personalized watercraft, however,

have the same use period as non-motorized recreationists due to the shallow draft of these craft.

As the popularity of personalized watercraft grew in the late 1980s so did the conflict with traditional non-motorized users. In 1989, after a public hearing in Whitefish, Fish Wildlife and Parks implemented a No Wake restriction on the Whitefish River from the outlet at the Lake to the JP Road Bridge. There is no put-in/take-out access at this point. The No Wake restriction has proven difficult, if not impossible, to enforce. A jet ski at full throttle can be down the river and back into the lake before law enforcement can respond. Likewise, hull numbers are impossible to read at these speeds.

As use increases so does the potential for serious conflict between motorized and non-motorized uses. The upper reach of the Whitefish River, in places, narrows to about 46 feet and averages approximately 80 feet in width through this 1.37 mile stretch (Hagler). The maximum site distance is 549 feet and the minimum is 103 feet. Average site distance in this reach is no more than 278 feet; less than the length of a football field.

The lower reach, from the culverts under Highway 93 to the Highway 40 Bridge, currently receives no motorized traffic. The River below the culverts is narrow and is

similarly characterized by limited sight distances. The maximum sight distance on this reach is 1,010 feet, however the minimum is reduced to only 51 feet or an average of 271 feet.

At this point it is important to note that the stopping distance of a Kawasaki Jet Ski at full throttle is 328 feet (Kawasaki) and the average operating speed of a Personal Water Craft (PWC) is 35-40 mph. Interestingly, due to the nature of water-jet propulsion systems, a PWC must sustain forward thrust in order to maintain steerage. That is, more power, not less, is necessary for directional control.

Information on water depth is limited but it is instructive to note that the average depth over 27 cross sections from upstream of the foot bridge to below the Baker Street Bridge, at low flow, is less than four feet (Cross). The result is a very narrow navigable river channel. Downstream information is not available but ocular estimates reveal a similar condition.

Summary:

In order to be proactive in protecting and promoting safe use of the Whitefish River the most prudent course of action is to prohibit the use of motorized watercraft between the

BNSF train trestle near the outlet from Whitefish Lake to the bridge crossing at Highway 40. Limited sight distance, a narrow river, and increased float/paddle use are incompatible with motorized use.

Resource Protection:

The stream bottom and shore immediately adjacent to the Whitefish River is characterized by “glacial outwash deposits, glacial till, and lacustrine deposits (Critical, p.28).” It is this last group that dominates the fine sediments most commonly found in and next to the Whitefish River. These lacustrine silts are highly erodible.

In an effort to protect water quality in the Whitefish jurisdiction the City passed a Water Quality Protection Ordinance in 2012. This ordinance provides for buffers and setbacks along the Whitefish River to protect water quality and provide vegetative protection on steep slopes which frequently exceed 30%. There is ample evidence of instability and rotational slumping on these slopes. For the most part, riparian vegetative cover is currently intact along this section of the Whitefish River.

Silts are a major component of sediment load in the Whitefish River and “controlling sediment yield will control phosphate loading of water bodies in the Whitefish

jurisdictional area as well (Critical, p. 31).” Because silts travel further than sands and gravels, it stands to reason that the phosphate-absorbed alkaline silts are easily transported downstream toward Flathead Lake. Sediments also play a role in the “transporting anthropogenic contaminants that sorb to sediment, including organic compounds, such as but not limited to, pesticides and herbicides, products of incomplete combustion or PICs (principally from vehicles), and heavy metals (Critical, p.31).”

It has been observed that even minimal wave action disturbs these fine silts and causes the river to go “off color.” This condition is particularly evident as silts become subject to wave action during the summer months as the river transitions from high to low flow. Sediment loading is, however, a natural occurrence during spring runoff. Average stream flows go from a seasonal high of 929 cfs during spring runoff to an August low of 150 cfs (WLI).

As previously mentioned, the riparian vegetation regime along most of the river corridor is intact giving rise to a sense of seclusion and solitude, particularly in the lower reach below the site of the old North Valley Hospital. A partial listing of observed wildlife includes, deer, moose, beaver, otter, bear, and a plethora of birdlife including, ducks,

geese, great horned owls, bald and golden eagles, osprey, hawks, herons, and a wide variety of songbirds (Hildner).

The Whitefish River contains, depending upon location and season, cutthroat trout, northern pike, suckers, rainbow trout, mountain whitefish and the occasional migratory bull trout (FWP). Increasing water temperature has limited, in recent years, bull trout migration between Flathead and Whitefish lakes.

Summary:

Fine, easily erodible silts line the edge of the Whitefish River. These silts often contain a variety of pollutants that are easily carried downstream when disturbed by wave action. Wave action exacerbates shoreline erosion which contributes to loss of riparian vegetation and bank instability. The net result is further degradation of water quality in the Whitefish River and ultimately, Flathead Lake.

Conclusion:

The Whitefish River is an important recreation resource and provides important habitat for aquatic plants, animals, and fish as well as riparian habitat for a wide variety of terrestrial life. As such it is a natural resource worthy of protection. The very nature of

the geography of the river with its limited sight distances and narrow width make conflict with motorized use inevitable. We are presented, here, with a rare opportunity to take proactive action to prevent serious injury or death among users of this waterway. Use by floaters, paddlers, paddle boarders, and tubers will surely increase once the closure imposed by the EPA during the BNSF river clean up is lifted.

In order to reduce the likelihood of polluted sediments being released from the shore of the Whitefish River between the high and low water marks it seems wise to reduce, to the extent possible, the mechanical disturbance (wave action) to the river shoreline. Increased wave action will continue to erode the river bank, degrade riparian vegetation, and release polluted silts downstream. Motorized use will not only exacerbate wave action but will also contribute to the loss of solitude and potential disturbance of wildlife habitat.

Sources:

Critical Lands Report City of Whitefish, Montana. Steward and Associates, Snohomish, WA and RLK Hydro Inc., Kalispell, MT. August 31, 2007

Cross. Cross Sections 15+50 thru 29+00, Whitefish River Lower Reach Remedial Action (2011) prepared by Jenks Consultants, 32 Second Ave., Suite 100, Whitefish, MT 59937.

Flathead County GIS. 800 South main St., Kalispell, MT 59901
Flathead-Stillwater Sediment and Temperature TMDLs. http://montana tmdlflathead.pbworks.com/w/page/46768378/Flathead%20-%20Stillwater%2… . 3/5/20013

FWP, Montana Fish Wildlife and Parks. http://fwp.mt.gov/fishing/mFish/. 3/11/2013

Hagler, Rob. Kennedy/Jenks Consultants, 32 Second Ave., Suite 100, Whitefish, MT 59937. Personal communication 27 February 2013.

Hildner, Richard. Personal observation

Kawasaki Operating Instructions, p.89. www.kawasaki-techinfo.net/showOM_Detail/Index.php?. March 3, 2013

Relyea, S. E. 2005. A synoptic study of the water quality of Whitefish River. Flathead Lake Biological Station Report 187-05. Prepared for Montana Division of Environmental Quality, Helena, Montana by Flathead Lake Biological Station, Polson, Montana. 42 pp.

WLI. Whitefish Lake Institute Whitefish River Flow Data provided by WLI on 3/7/2013.

A RESOLUTION TO PETITION MONTANA FISH WILDLIFE AND PARKS
TO RESTRICT MOTORIZED WATERCRAFT ON THE
WHITEFISH RIVER BETWEEN THE OUTLET
FROM WHITEFISH LAKE TO HIGHWAY 40

TIMELINE:

June 5, 1989: Councilor Hanson “wondered if the City could do anything about a speed limit on (the) Whitefish River. There are jet skis and motor boats speeding up and down too fast and endangering people in canoes and on their docks.”

June 19, 1989: City Council votes unanimously to petition FWP to designate the Whitefish River from the lake through the City as “No Wake.”

September 17, 2007: City Council votes unanimously “to petition FWP to prohibit internal combustion motors on the portion of the Whitefish River that is within the City limits.”

October 2007: The previous action of the City Council is rescinded when property owners between the outlet and the BNSF trestle objected.

April 2012: City Council agrees to include pursuit of a “non-motorized waterway on the Whitefish River between the outlet and Highway 40” during their annual goal setting session.

April 2013: City Council reaffirms its commitment to creating a “non-motorized waterway on the Whitefish River between the outlet and Highway 40”

August 19, 2013: City Council schedules a work session and public hearing to gather input on a “non-motorized waterway on the Whitefish River between the outlet and Highway 40” and petition FWP for a non-motorized designation.

Why create a non-motorized section of the Whitefish River?

The primary concern is public safety. Non-motorized use on the River is increasing including swimming, fishing, stand-up paddleboarding (SUP), floating and boating. The River presents several challenges to motorized users such as limited sight distances, narrow waterway, and speed. As a consequence of the BNSF River clean up, River use appears to be increasing.

A secondary concern is resource protection: The shoreline of the Whitefish River is highly erodible and this is exacerbated by wave action from motorized craft. Increased siltation contributes to the eutrophication of the River and Flathead Lake. Eroded silts carry phosphorus to the river. The Whitefish River is home to a wide variety of plants, animals, and fishes.

Why now?
For the past five years the upper reach of the Whitefish River has been closed to all users while BNSF completed an EPA mandated cleanup of diesel sheen on the River. Non-motorized use of the River appears to be increasing, particularly the use of stand-up paddleboards, now that the River has reopened to the public. Now is a good time to provide for public safety and resource protection. High speed watercraft are incompatible with more passive activities such as floating, paddling, swimming, and bridge jumping in the confined space of the Whitefish River.

Highway 93 Culverts
Kay Beller Park
Riverside Park Launch
Begin Waterway
N
E
S
W

End
Canoe Park
Highway 93 Culverts
End of Present "No Wake" Restriction
N
E
S
W

Chuck Stearns

From: miriam@zaneray.com on behalf of Miriam Lewis [lewis@acrossmontana.net]
Sent: Thursday, September 05, 2013 11:34 AM
To: Chuck Stearns
Subject: Contact council members

Hello Chuck,

I looked on the City website to find a place to send an email to council members but there was nothing so I would like to have you forward this on to the council members as I am unable to attend the Nov. 4 council meeting due to surgery. Thanks!

Council Members and Mayor,

I am writing this with regards to the proposal to restrict all motorized boats on the Whitefish River. While I agree with a drastic limit to the horsepower on the river, I think for all to enjoy the river, there should be an allowance for low hp, no wake type motorized watercraft.

I certainly do not like the idea of a jet ski or larger boats, but smaller boats would provide many people that are not paddleboarders, kayakers etc. the opportunity to enjoy the river that are also unable to really enjoy the use of their watercraft on the lake due to the larger wakes and waves on the lake.

It is important that you consider the needs of all rather than just a few.

Thanks very much for your consideration.

Miriam Lewis
406.249.5804

received
10/29/13

10/29/13

Necile Lorang

Administrative Services

City of Whitefish

Re: Proposal to restrict motorized access on the Whitefish River

Necile:

Per our conversation this morning 10/29/13 would you see that my comments and concerns are brought to the attention of the appropriate parties.

Re: Proposal to restrict motorized access on the Whitefish River

To whom it may concern:

My name is Glen Kerestes and I own property along the Whitefish River, outside of the city limits, which could be impacted by the decision to restrict the use of motorized water craft on the river. This property has been in my family for over 100 years and the river has been the focal point of the land since my ancestors first settled in the area. The river divides portions of my land for a length of almost three quarters of a mile and any restrictions as presently proposed on how I or my heirs/successors may utilize the river or access portions of our property would not be welcome.

While I wish to maintain the right to utilize motorized craft for the purposes of access I do strongly believe in the need for the protection of the river banks from undue erosion as well as common sense use of the waterway to ensure the safety of other river users. As such I would have no objection to a speed limit or "no wake" regulation.

I can't help but feel that the proposed regulation is an attempt to address a problem that doesn't really exist. While I am most familiar with only the last 2 miles of the river above the Hwy 40 bridge I have never observed more than a couple of motorized craft a year. During the heat of early to mid summer there often times floaters enjoying the river but by late summer the numbers drop to almost nothing. It is only occasionally in the fall that a few waterfowl hunters will use small motorized boats to access the area.

While I may be one of the few landowners that has property actually divided by the river I would ask that you give my concerns due consideration. For generations my family has recognized the beauty and importance of this river for everyone. However, I sometimes have to question why we have paid 100 years of taxes for a river bed everyone has the right to enjoy only to turn around and feel that I must specifically request that my rights as a property owner be recognized without having to resort to means such as special request, permits or litigation.

Thank you again for your consideration.

Glenwood F. Kerestes 10-29-13

Glenwood F. Kerestes

406-861-1154

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November 4, 2013

Mayor Muhlfeld and City Councilors
City of Whitefish
Whitefish, Montana

Mayor Muhlfeld and Councilors:

Recommendation to Authorize the Purchase of a 3,000 Gallon Tender

Introduction/History

The Fire Department currently operates one (1) 2,500 gallon water tender. This unit was purchased in 1982 by the Whitefish Rural Fire Service Area and donated to the City. As discussed in the FY13 Capital Project Budget workshop on Fire/Ambulance vehicle replacement this tender exceeds the NFPA Standard 1901 recommendation that a tender only be in front-line service for 12-15 years and in a reserve status for another 10 years. This vehicle has had been in front line service for 31 years.

In March of this year, the Fire Department advertised for bids for the manufacture of a 3,000 gallon tender. In addition to advertising, the bid specifications were mailed to the 8 major manufacturers of fire apparatus (Exhibit A). At that time only one manufacturer, Rosenbauer, chose to submit a proposal and price quote. The $344,603 price quote was $69,603 above our projected cost of $275,000. At the May 20, 2013, City Council meeting the Council rejected this bid and authorized staff to revise the specifications and re-bid the tender.

The approved FY14 budget includes a financial provision of $275,000 to replace this unit during FY 14.

Current Report

During late September and early October, the Fire Department advertised for bids for manufacture of a 3,000 gallon tender based on the revised specifications compiled by staff. In addition to advertising, the bid specifications were again mailed to the 8 major manufacturers of fire apparatus (Exhibit A). Two manufacturers, Danko Emergency Equipment Co. and Rosenbauer, chose to submit proposals and price quotes of $294,571 and $280,855, respectively.

Both proposals were carefully compared with the published tender specifications. Rosenbauer's proposal was found to be compliant in all aspects with the published specifications. Danko's proposal has some deviations from the specifications, specifically, with the Peterbilt chassis. In addition to the chassis differences, Danko's proposal excludes significant pieces of loose equipment called for in the specifications. These items will have to be purchased prior to placing the vehicle in-service; adding approximately $5,000 to the cost of Danko's bid.

Highlights of the proposed apparatus include:

- Increased water storage capacity and mechanical reliability.
- State of the art safety systems for crew protection.
- Peterbilt Model 382 Chassis.
- PACCAR 450 HP diesel engine.
- Allison 3000 automatic transmission.
- 3,000 gallon water tank.
- 750 gpm Waterous pump.
- Ability to carry over 2,000 feet of fire hose.

Financial Requirement

Funds for this purchase were allocated in the FY13 budget and carried over into the FY 14 proposed budget. We are proposing the use of $70,000 cash towards the purchase with the remaining $210,885 to be financed over 7 years with a Montana Intercap Loan. Utilizing the average annual Intercap Loan interest rate from 1987 to current of 4.411%, the annual payment will be $35,665.95. With an agreement between the City and the Whitefish Rural Fire Service Area board to split the cost, the resulting City annual payment will be $17,832.97 with the Whitefish Rural Fire Service Area contributing another $17,832.98. Total interest paid over the life of the loan will be approximately $65,114.96 or $ 9,302.14 per year.

Recommendation

As Rosenbauer, LLC meets the published specifications and is low bidder, staff recommends authorizing of entering into a contract to purchase one 3,000 gallon fire tender apparatus from Rosenbauer, LLC for $280,855.00.

EXHIBIT A

Manufacturers of Fire Apparatus

American LaFrance	Summerville, SC
Danko	Snyder, NE
E-One	Ocala, FL
Ferrara	Holden, LA
KME	Nesquehoning, PA
Pierce	Appleton, WI
Rosenbauer	Lyons, SD
Spartan	Brandon, SD

BID OPENING AND TABULATION SHEET
CITY OF WHITEFISH
FIRE WATER TENDER

Attendance: See attached sheet

BID OPENING: Friday, October 18, 2013 at 3:00 p.m.

	Bidder: Pierce Manufact Address: P.O. Box 2017 Appleton, WI 54912	Bidder: Big Sky Fire Equip Address: 207 W Janeaux Lewistown, MT 59457	Bidder: General Fire Address: 4004 E Trent Ave Spokane, WA 99202	Bidder: Cascade Fire & Safety Address: 123 S Front St. Yakima, WA 98901	Bidder: Address:
Bid Bond?	NO Bid	✓ 10% of Amount Bid	✓ 10% of Amount Bid	NO Bid	
Apparatus Body Price as Proposed	$	$ 184,385.00	$ 153,976.00	$	$
Chassis Price As Proposed	$	$ 107,269.00	$ 126,879.00	$	$
Total Cost of Fire Apparatus	$	$	$	$	$
Delivery Date or Days from Contract Award		245 to 295 calendar days	325 days		
Other Costs	Included?	Included?	Included?	Included?	Included?
Inspection Trip for 2 People	$	$	$	$	$
Chassis Prepayment - Yes or No and Cost	$	yes $ (4,126.00)	yes $ (4,800.00)	$	$
Miscellaneous Equipment Package - Included and cost	$	$	$ Rebuilt Show Trump (2,500.00)	$	$
Performance Bond to be provided - yes or no and cost	$	yes $ 2,917.00	yes $ (1,300.00)	$	$
Products Liability Insurance - included yes or no and cost	$	$	$	$	$
Total Cost of all items	$	$ 294,571.00 (4,126.00) $290,445.00	$ 280,855.00 (4,800.00) (2,500.00) (1,300.00) $ 272,255.00	$	$

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PLANNING & BUILDING DEPARTMENT
510 Railway Street, PO Box 158 Whitefish, MT 59937
(406) 863-2410 Fax (406) 863-2409

October 29, 2013

Mayor and City Council
City of Whitefish
PO Box 158
Whitefish, MT 59937

Request to Extend Preliminary Plat for Lookout Ridge – (WPP-10-10/WPUD-10-11)

Honorable Mayor and Council:

Request/Background:
Taylor Horst of Whitefish Credit Union on behalf of Lookout Ridge Investors llc has requested a 2-year extension to the Lookout Ridge preliminary plat pursuant to §12-3-8.

Lookout Ridge is a 139 units on 267.7 acres located north of Iron Horse and Ptarmigan off the Big Mountain Road. Attached to this report are the conditions of approval and a preliminary plat map. The preliminary plat was approved by the Whitefish City Council on June 18, 2007. On May 5, 2008, the Council approved an amended preliminary plat to add nearly 40 acres to the subdivision. On June 21, 2010, the Council granted a second amendment to the preliminary plat in order to place 16 cabins on individual lots, as they had previously been located within a common lot.

Whitefish Subdivision Regulations:
Pursuant to §12-3-8, Time Limits for Preliminary Plat Approval, the Council may grant a two-year extension prior to the end of the preliminary plat expiration "provided the subdivider can show continued good faith in working toward final plat."

Montana Subdivision and Platting Act:
Pursuant to §76-3-610(2), M.C.A., "After the application and preliminary plat are approved, the governing body … may not impose any additional conditions as a prerequisite to final plat approval if the approval is obtained within the original or extended approval period."

Current Report:
The Council reviewed the request for a two-year extension on June 17, 2013 (minutes are attached). At the meeting the Council only granted a six month extension, but asked the Credit Union and/or developer to return to address the landslide area that occurred in June 2011. It appears from the minutes that there was also an expectation that the property ownership issue between the Credit Union and the developer would be resolved in order for remediation of the landslide area to occur.

Attached please find a report from Roger Noble of Applied Water Consulting llc addressing the cause of the landslide. Mr. Noble attributes the landslide to saturated soils associated with a wetland complex that was triggered due to an intense rainfall event that accelerated snowmelt runoff volumes and not due to the installation of infrastructure.

In addition, please find a letter of support for the extension from Bruce Boody of Bruce Boody Landscape Architects, as the project lead for Lookout Ridge. Mr. Boody points out that the location of the landslide (lots 59 and 60) was also an area with a condition of approval that required additional critical area review. This review was underway when the recession hit, but was not completed. Mr. Boody also points out some of the community benefits for the project – public trails, public parking to access the trails and a $50,000/year over 10-years to the Whitefish Housing Authority.

Finally, since an earlier report on the landslide was completed by Tom Cowan of Carver Engineering, on behalf of Iron Horse, staff has also included the report. Mr. Cowan also points to the highly saturated soils, heavy rain, melting snow and possibly subsurface water flowing along a sewer line.

The ownership issue between the Credit Union and the developer are still unresolved. The Credit Union is acting on behalf of the developer for the extension request and they are working to obtain an Addendum to the agreement with the Lookout Ridge developer in order to protect their collateral, including the improvements, but the Credit Union still is not the owner of the property.

Even though the Whitefish Credit Union is not the current property owner, they are continuing, in good faith, to working toward final plat by:

- Working with creditors and various lien holders;
- Establishing securing party priorities;
- Installing gates to limit access to the property from trespassers and vandals;
- Removing litter from trespassers;
- Coordinating ownership on roadways around Lookout Ridge; and
- Hiring Roger Noble of Applied Water Consulting to review the landslide area.

Recommendation:

Financial institutions do not typically assume the role of developer, but are more likely to sell an entitled development to someone that will fulfill the conditions of the project. While the applicant is looking to obtain permission from the developer to be the local contact and provide some minor improvements, the major work will be done by some future property owner.

The plat now expires on December 21, 2013. Staff recommends Council **approve** the remainder of the 24-month extension for an additional 18-months until June 21, 2015.

Sincerely,

Wendy Compton-Ring, AICP
Senior Planner

Att: Conditions of approval, June 23, 2010
Extension Letter dated June 10, 2013
Preliminary plat map, dated April 26, 2007
Letter, Roger Noble, Applied Water Consulting llc, 9-26-13
Letter, Bruce Boody, Bruce Boody Landscape Architect Inc, 9-30-13
Minutes, City Council, 6-17-13
Report, Tom Cowan, Carver Engineering, 6-11-11
Lookout Road map

c/w/att: Necile Lorang, City Clerk

c/w/o/att: Taylor Horst, Whitefish Credit Union, PO Box 37 Whitefish, MT 59937

Lookout Ridge
Preliminary Plat/Planned Unit Development
WPP-10-10/WPUD-10-11
Whitefish City Council
Conditions of Approval
June 21, 2010

1. The subdivision shall comply with Title 12 (Subdivision Regulations) and Title 11 (Zoning Regulations) and all other applicable requirements of the Whitefish City Code, except as amended by these conditions.

2. Except as amended by these conditions, the development of the subdivision and planned unit development shall be in substantial conformance with the approved preliminary plat, accompanying reports along with their recommendations, site plan and elevations that govern the general location of lots, roadways, parking, landscaping and improvements and labeled as "approved plans" by the City Council.

3. Prior to any pre-construction meeting, construction, excavation, grading or other terrain disturbance, plans for all on and off site infrastructure shall be submitted to and approved by the Whitefish Public Works Department. The improvements (water, sewer, stormwater management, roads, street lights, trails, sidewalks, driveways, etc.) within the development shall be designed and constructed by a licensed engineer and in accordance with the City of Whitefish's Engineering Standards. The Public Works Director shall approve the design prior to construction. Plans for grading, drainage, utilities, streets, trails and other improvements shall be submitted as a package and reviewed concurrently. No individual improvement designs shall be accepted by Public Works. Public utilities shall be located only in road rights-of-way unless otherwise approved by the Public Works Director. (City Engineering Standards, 2009)

4. The water system shall be privately owned, operated and maintained. All water valves, water storage tanks, fire hydrants, water piping and appurtenances located within the subdivision boundaries shall be owned, operated and maintained by the Lookout Ridge Homeowners' Association. (City Engineering Standards, 2009)

5. A tree retention plan shall be submitted to the Planning Department for review and approval. Appropriate trees outside building envelopes, driveways and roads shall be preserved. Any additional tree removal is subject to approval by the Planning & Building Department. To ensure proper root protection, all trees to be retained shall be barricaded to the dripline prior to any construction activity. Contact the Planning & Building Department for a field inspection prior to any construction activity after final engineering plans have been approved. Inspection of barricades shall be on-going during construction. (Subdivision Regulations, 12-4-5)

6. A wetland restoration plan shall be submitted to Planning and Public Works Departments for review and approval and shall include a minimum 25-foot buffer from the edge of the wetland after its restoration. (Staff Report, Finding 3)

7. Approval of the preliminary plat is subject to subsequent approval of detailed design of all on and off site improvements, including drainage. Through review of detailed road and drainage plans, applicant is advised that the number, density and/or location of building lots, as well as the location and width of the road right-of-way, shown on the preliminary plat may change depending upon constructability of roads, pedestrian walkways, and necessary retaining walls within the right-of-way, LID design requirements, on-site retention needs, drainage easements or other drainage facilities or appurtenances needed to serve the subject property and/or upstream properties as applicable. This plan, also located within the Homeowners' Association Conditions Covenants and Restrictions, shall include a strategy for long-term maintenance. Fill on-site shall be the minimum needed to achieve positive drainage, and the detailed drainage plan will be reviewed by the City using that criterion. (City Engineering Standards, 2009)

8. Prior to any ground disturbing activities, a plan shall be submitted for review and approval by the Public Works and Planning/Building Department. The plan shall include, but may not necessarily be limited to, the following:
   - Dust abatement and control of fugitive dust.
   - Hours of construction activity.
   - Noise abatement.
   - Control of erosion and siltation.
   - Routing for heavy equipment, hauling, and employees.
   - Construction office siting, staging areas for material and vehicles, and employee parking.
   - Measures to prevent soil and construction debris from being tracked onto public roadways, including procedures to remove soil and construction debris from roadways as necessary.
   - Detours of vehicular, pedestrian, and bicycle traffic as necessary.
   - Notation of any street closures or need to work in public right-of-way.

9. All roads within the subdivision shall be built to City of Whitefish Public Works Standards and the Whitefish Subdivision Regulations. The roadway within the subdivision shall be privately owned and maintain, but open to the public, including parking. (City Engineering Standards, 2009)

10. Street and other on-site lighting shall be dark sky compliant and meet the requirements of the City's Outdoor Lighting ordinance. (Zoning Section 11-3-25)

11. A Certificate of Subdivision Approval be obtained from the Department of Environmental Quality and written approval by the Whitefish Public Works

Department approving the stormwater management, water and sewage collection facilities for the subdivision. (Subdivision Regulations, Appendix C)

12. A landscaping plan for the open space, trails and landscaping buffers shall be submitted to the Planning Department for review and approval. Landscaping plans shall also be approved by the Public Works Department, as they relate to LID design. (Staff Report, Finding 4)

13. The applicant shall provide a public parking area/trailhead for the public to access the public trail. (Staff Report, Finding 4)

14. The developer shall coordinate with the City's contractor, North Valley Refuse (NVR), regarding garbage collection. The Homeowners' Association shall be responsible to maintain all weather access to the pick up site or sites. If required by NVR, a centralized site or sites shall be established prior to final plat. (City Engineering Standards, 2009)

15. Prior to final plat, the developer shall enter into an agreement with the City whereby the Homeowners' Association shall either assume responsibility for individual property owner's past due bills for sewer service and garbage pick-up services or assist the City by shutting off water service to delinquent accounts. (City Engineering Standards, 2009)

16. Prior to approval of the final plat, the applicant shall produce a copy of the proposed Covenants, Conditions and Restrictions (CC&Rs) for the Lookout Ridge Subdivision Homeowners' Association (HOA) providing for:
    - Long-term maintenance of the open spaces, landscape buffers, private streets, sidewalks, trails and the street trees;
    - Snow removal on the roads and emergency access as a HOA responsibility; and
    - Long-term weed management plan. The weed management plan shall be submitted to the Planning Department for review and approval prior to final plat.
    - Long-term maintenance plan for drainage and stormwater management.
    - Long-term maintenance for the water system including all water valves, water storage tanks, fire hydrants, water piping and appurtenances.
    - All recommended restrictions from the Wildlife Management Plan.
    - The fire protection zone guidelines (appendix K of the subdivision regulations) shall be made a component of the covenants.

    (Subdivision Regulations 12-4-29; Staff Report Finding 4; City Engineering Standards, 2009)

17. The following notes shall be placed on the face of the plat:
    a. Garbage shall be stored in a secure location until the day of pick up or in a bear proof container.
    b. House numbers shall be located in a clearly visible location.

c. Only class A and class B fire-rated roofing materials are allowed.
d. Defensible Space Standards shall be incorporated around all primary structures, as described in the Covenants.
e. The internal roads shown on the final plat are intended to be privately owned and maintained and open to the public, including parking. It is understood and agreed that these internal roadways do not conform to City requirements for public roadways. Because of the road configuration, they are not suitable for all-season maintenance by the public authority. The owners (and successors in interest) of the lots described in this plat will provide for all-season maintenance of the private roadways by creation of a corporation or association to administer and fund the maintenance. This dedication is made with the express understanding that the private roadways will never be maintained by any government agency or public authority. It is understood and agreed that the value of each described lot in this plat is enhanced by the private nature of said roadways. Thus, the area encompassed by said private roadways will not be separately taxed or assessed by any government agency or public authority.
f. Lots 22, 26, 31, 32, 35, 37, 59, and 60 shall comply with the critical area ordinance in effect at the time of building permit issuance.

(Subdivision Regulations, Appendix D; Staff Report Finding 3)

18. All areas disturbed because of road and utility construction shall be re-seeded as soon as practical to inhibit erosion and the spread of noxious weeds. (Subdivision Regulations 12-4-29)

19. The Fire Marshal shall approve the placement and design of all fire hydrants prior to their installation and fire access. (UFC; Subdivision Regulations 12-4-19; Engineering Standards, 2009)

20. Mail facilities shall be provided by the developer and approved by the local post office. (Subdivision Regulations 12-4-23)

21. No building permits shall be issued by the City of Whitefish until the applicant has received final plat, water and sewer lines are installed and inspected and all-weather drivable surface is installed and inspected. (Subdivision Regulations 12-3-11)

22. Development of lot 76 shall require an amended Planned Unit Development prior to the start of construction. Density of lot 76 shall not exceed eight units, as identified on the approved plans. (Staff Report Background)

23. This preliminary plat and planned unit development is valid for three years from Council action. (Subdivision Regulations 12-3-8)

24. Install a trail that is open to the public. Work with the City's Bike and Pedestrian Committee and neighboring properties to place the trail in the best location. (Staff Report, Finding 4)

25. All plans (forest management, wildlife management, etc.) submitted as part of the application shall be adhered to. (Staff Report, Finding 3)

26. Prior to final plat, the applicant shall enter into an agreement with the Whitefish Housing Authority to provide and secure $50,000.00 per year for 10 years to the WHA. (Staff Report, Finding 7)

27. Lots 22, 26, 31, 32, 35, 37, 59, and 60 shall obtain a Critical Areas Compliance Permit and comply with the critical area ordinance in effect at the time of building permit issuance. (Staff Report, Finding 3)

28. A map of fire protection features shall be submitted to the fire chief or designee for review and approval prior to final plat. This map will show access roads, hydrants, water supply point and any other pertinent items. It shall also be made a component of the homeowners' covenants. (Subdivision Regulations 12-4-6)

29. Roads signs shall be approved by the fire marshal. Such signs shall be noncombustible and reflective. (Subdivision Regulations 12-4-6)

Whitefish Credit Union

P.O. Box 37
WHITEFISH, MONTANA 59937-0037

300 Baker Ave. • 862-3525
Whitefish

234 E. Montana • 257-3123
Kalispell

320 Nucleus Ave. • 892-8000
Columbia Falls

110 3rd Ave. E. • 883-3600
Polson

202 Dewey Ave. E. • 297-7800
Eureka

107 Pond St. • 827-5626
Thompson Falls

215 E. Idaho Ave. • 257-6042
Kalispell

6/10/2013

• • •

Whitefish City Council
418 E. 2nd Street
Whitefish, MT 59937

To whom this may Concern:

The Whitefish Credit Union would like to request a two (2) year extension on the Lookout Ridge Second Amended Preliminary Pat/Planned Unit Development; WPP-10-10/WPUD-10-11. Please see attached agreement executed by both parties that authorizes the credit union to make such a request on behalf of Lookout Ridge Investors, LLC.

Sincerely,

Taylor Horst
SVP/Chief Lending Officer
Whitefish Credit Union

06-10-13 A11:26 IN

AGREEMENT

THIS AGREEMENT is made this 7 day of June, 2013, by WHITEFISH CREDIT UNION ("WCU") of Whitefish, Montana and LOOKOUT RIDGE INVESTORS, LLC of Whitefish, Montana.

1. APPOINTMENT. Lookout Ridge Investors, LLC hereby appoints WCU as its lawful agent, with all necessary authority to apply for and obtain an extension to that Preliminary Plat (WPP-10-10/WPUD-10-11) from the City of Whitefish, MT and any/all other government permits and licenses in any way relating to the following described real property, currently owned by Lookout Ridge Investors, LLC:

   See "Exhibit A" attached hereto.

2. COST OR FINANCIAL OBLIGATIONS. If there is any cost associated with the authority given in Paragraph 1 or the activities described in Paragraph 1, or the approval process requires a commitment of future resources, or there are any other monetary obligations involved, WCU agrees to fund the effort.

3. ASSIGNMENT OF RIGHTS. Lookout Ridge Investors, LLC plans to assign whatever permits or rights it obtains in this process to WCU along with the foreclosure judgment. WCU agrees to accept such assignment.

4. FACTUAL REPRESENTATIONS / CANDOR. If questions arise or the context requires it, WCU agrees to act with, and respond to any questions from public officials and others with, the utmost candor, disclosure of all material facts and fairness. This would include, but not be limited to: the status of the lawsuit and expected judgment; the financial condition of Lookout Ridge Investors, LLC and its inability to carry out any commitments it may make via WCU's activities described in Paragraph 1.

5. BINDING AGREEMENT AND ENFORCEABLE. The terms in this Agreement are a contract, binding on Lookout Ridge Investors, LLC and WCU and each attorney hereto represents to the other that he has his respective client's authority, permission and consent to enter into this agreement. Any breach of this agreement or need to enforce it will be undertaken in the pending foreclosure action, Flathead County Cause No. DV-10-1620B.

IN WITNESS WHEREOF, the Parties to this Agreement have caused it to be executed on those dates indicated below.

(WHITEFISH CREDIT UNION)

X _____

Brian Joos or Ryan Purdy/Attorneys

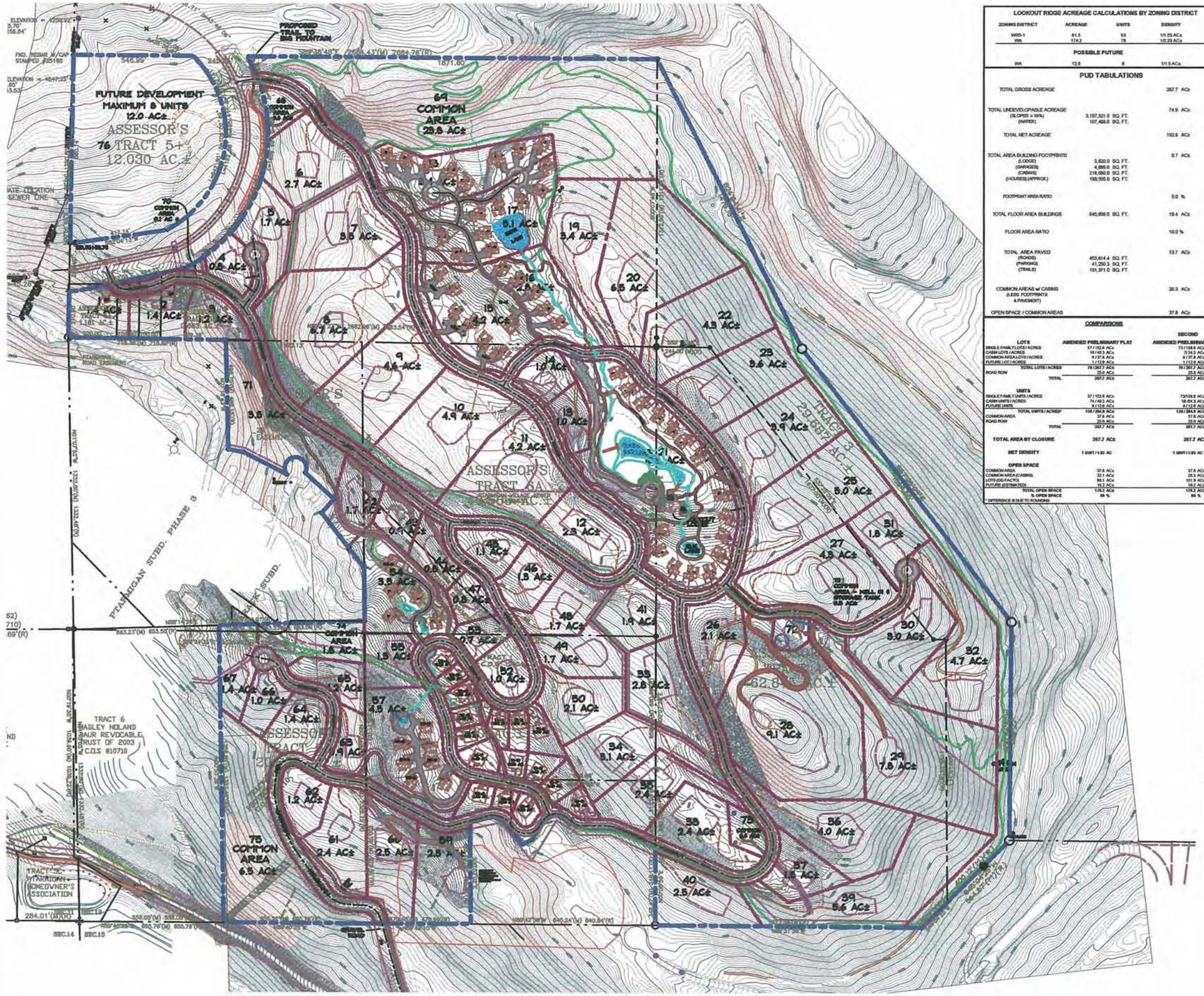
(LOOKOUT RIDGE INVESTORS, LLC)

X /s/ James H. Cossitt

Jim Cossitt/Attorney

APPROVED

By James H (Jim) Cossitt at 3:46 pm, Jun 07, 2013



LOOKOUT RIDGE ACREAGE CALCULATIONS BY ZONING DISTRICT

ZONING DISTRICT	ACREAGE	UNITS	DENSITY
WRR-1	81.5	53	1/1.53 ACs
WA	174.3	78	1/2.23 ACs
POSSIBLE FUTURE			
WA	12.0	8	1/1.5 ACs

PUD TABULATIONS

TOTAL GROSS ACREAGE		267.7 ACs
TOTAL UNDEVELOPABLE ACREAGE		74.9 ACs
(SLOPES > 30%)	3,157,321.0 SQ. FT.	
(WATER)	107,463.0 SQ. FT.	
TOTAL NET ACREAGE		192.8 ACs
TOTAL AREA BUILDING FOOTPRINTS		9.7 ACs
(LODGE)	3,620.0 SQ. FT.	
(GARAGES)	4,686.0 SQ. FT.	
(CABINS)	216,050.0 SQ. FT.	
(HOUSES) (APPROX.)	199,500.0 SQ. FT.	
FOOTPRINT AREA RATIO		5.0 %
TOTAL FLOOR AREA BUILDINGS	845,606.0 SQ. FT.	19.4 ACs
FLOOR AREA RATIO		10.0 %
TOTAL AREA PAVED		13.7 ACs
(ROADS)	453,914.4 SQ. FT.	
(PARKING)	41,250.3 SQ. FT.	
(TRAILS)	101,371.0 SQ. FT.	
COMMON AREAS w/ CABINS (LESS FOOTPRINTS & PAVEMENT)		26.3 ACs
OPEN SPACE / COMMON AREAS		37.8 ACs

COMPARISONS

LOTS	AMENDED PRELIMINARY PLAT	SECOND AMENDED PRELIMINARY PLAT
SINGLE FAMILY LOTS / ACRES	57 / 132.6 ACs	73 / 155.6 ACs
CABIN LOTS / ACRES	16 / 46.3 ACs	7 / 14.3 ACs
COMMON AREA LOTS / ACRES	8 / 37.8 ACs	8 / 37.8 ACs
FUTURE LOT / ACRES	1 / 12.0 ACs	1 / 12.0 ACs
TOTAL LOTS / ACRES	79 / 267.7 ACs	79 / 267.7 ACs
ROAD ROW	25.0 ACs	25.0 ACs
TOTAL	267.7 ACs	267.7 ACs
UNITS		
SINGLE FAMILY UNITS / ACRES	57 / 132.6 ACs	73/155.6 ACs
CABIN UNITS / ACRES	74 / 46.3 ACs	58 /54.3 ACs
FUTURE UNITS	8 / 12.0 ACs	8 / 12.0 ACs
TOTAL UNITS / ACRES*	139 / 206.9 ACs	139 / 206.9 ACs
COMMON AREA	37.8 ACs	37.8 ACs
ROAD ROW	25.0 ACs	25.0 ACs
TOTAL	267.7 ACs	267.7 ACs
TOTAL AREA BY CLOSURE	267.7 ACs	267.7 ACs
NET DENSITY	1 UNIT / 1.93 AC	1 UNIT / 1.93 AC
OPEN SPACE		
COMMON AREA	37.8 ACs	37.8 ACs
COMMON AREA CABINS	32.1 ACs	26.3 ACs
LOTS (DEFACTO)	96.1 ACs	101.9 ACs
FUTURE (ESTIMATED)	10.2 ACs	10.2 ACs
TOTAL OPEN SPACE	176.2 ACs	176.2 ACs
% OPEN SPACE	66 %	66 %

* DIFFERENCE IS DUE TO ROUNDING

LOT TABULATIONS

Lots	Type	Area	Units
1	SINGLE FAMILY	1.4 ACs	1
2	SINGLE FAMILY	1.4 ACs	1
3	SINGLE FAMILY	1.2 ACs	1
4	SINGLE FAMILY	0.8 ACs	1
5	SINGLE FAMILY	1.7 ACs	1
6	SINGLE FAMILY	2.7 ACs	1
7	SINGLE FAMILY	3.5 ACs	1
8	SINGLE FAMILY	8.7 ACs	1
9	SINGLE FAMILY	4.6 ACs	1
10	SINGLE FAMILY	4.9 ACs	1
11	SINGLE FAMILY	4.2 ACs	1
12	SINGLE FAMILY	2.3 ACs	1
13	SINGLE FAMILY	1.8 ACs	1
14	SINGLE FAMILY	1.0 ACs	1
15	COMMON / CABINS	4.2 ACs	5
16	COMMON / CABINS	2.8 ACs	3
17	COMMON / CABINS	5.1 ACs	9
18	COMMON / CABINS	3.4 ACs	5
19	SINGLE FAMILY	3.4 ACs	1
20	SINGLE FAMILY	6.5 ACs	1
21	COMMON / CABINS	10.6 ACs	16
22	SINGLE FAMILY	4.3 ACs	1
23	SINGLE FAMILY	3.6 ACs	1
24	SINGLE FAMILY	3.9 ACs	1
25	SINGLE FAMILY	5.0 ACs	1
26	SINGLE FAMILY	2.1 ACs	1
27	SINGLE FAMILY	4.3 ACs	1
28	SINGLE FAMILY	8.1 ACs	1
29	SINGLE FAMILY	7.8 ACs	1
30	SINGLE FAMILY	3.0 ACs	1
31	SINGLE FAMILY	1.8 ACs	1
32	SINGLE FAMILY	4.7 ACs	1
33	SINGLE FAMILY	2.8 ACs	1
34	SINGLE FAMILY	3.1 ACs	1
35	SINGLE FAMILY	2.4 ACs	1
36	SINGLE FAMILY	4.0 ACs	1
37	SINGLE FAMILY	1.5 ACs	1
38	SINGLE FAMILY	2.4 ACs	1
39	SINGLE FAMILY	5.6 ACs	1
40	SINGLE FAMILY	2.5 ACs	1
41	SINGLE FAMILY	1.9 ACs	1
42	SINGLE FAMILY	1.7 ACs	1
43	SINGLE FAMILY	0.9 ACs	1
44	SINGLE FAMILY	0.8 ACs	1
45	SINGLE FAMILY	1.1 ACs	1
46	SINGLE FAMILY	1.3 ACs	1
47	SINGLE FAMILY	0.8 ACs	1
48	SINGLE FAMILY	1.7 ACs	1
49	SINGLE FAMILY	1.7 ACs	1
50	SINGLE FAMILY	2.1 ACs	1
51A	SINGLE FAMILY	0.34 ACs	1
51B	SINGLE FAMILY	0.38 ACs	1
51C	SINGLE FAMILY	0.60 ACs	1
51D	SINGLE FAMILY	0.35 ACs	1
51E	SINGLE FAMILY	0.40 ACs	1
51F	SINGLE FAMILY	0.48 ACs	1
51G	SINGLE FAMILY	0.40 ACs	1
52	SINGLE FAMILY	1.0 ACs	1
53	SINGLE FAMILY	0.7 ACs	1
54	COMMON / CABINS	3.5 ACs	5
55	SINGLE FAMILY	1.3 ACs	1
56A	SINGLE FAMILY	0.32 ACs	1
56B	SINGLE FAMILY	0.36 ACs	1
56C	SINGLE FAMILY	0.35 ACs	1
56D	SINGLE FAMILY	0.40 ACs	1
56E	SINGLE FAMILY	0.30 ACs	1
56F	SINGLE FAMILY	0.48 ACs	1
57	COMMON / CABINS	4.5 ACs	7
58A	SINGLE FAMILY	0.44 ACs	1
58B	SINGLE FAMILY	0.25 ACs	1
58C	SINGLE FAMILY	0.32 ACs	1
59	SINGLE FAMILY	2.5 ACs	1
60	SINGLE FAMILY	2.5 ACs	1
61	SINGLE FAMILY	2.4 ACs	1
62	SINGLE FAMILY	1.2 ACs	1
63	SINGLE FAMILY	0.9 ACs	1
64	SINGLE FAMILY	1.4 ACs	1
65	SINGLE FAMILY	1.2 ACs	1
66	SINGLE FAMILY	1.0 ACs	1
67	SINGLE FAMILY	1.4 ACs	1
68	COMMON AREA	8.6 ACs	0
69	COMMON AREA	23.8 ACs	0
70	COMMON AREA	0.1 ACs	0
71	COMMON AREA	3.8 ACs	0
72	COMMON WELL #1	0.5 ACs	0
73	COMMON WELL #2	0.6 ACs	0
74	COMMON AREA	1.8 ACs	0
75	COMMON AREA	6.5 ACs	0

SINGLE FAMILY LOTS		73
CABIN UNITS		58
TOTAL		131
SINGLE FAMILY LOTS		155.6 ACs
COMMON AREAS	(W/ CABINS)	34.3 ACs
COMMON AREAS	(W/O CABINS)	32.8 ACs
ROAD ROW		31.2 ACs
TOTAL		252.9 ACs
Average Area/Unit		1.8 ACs

(NOTE: TOTAL ACREAGE OF ALL LOTS = 267.7 ACs)

POSSIBLE FUTURE DEVELOPMENT

76	COMMON / CABINS	12.0 ACs	8

TOTAL OF ALL ACREAGE = 267.7

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Revisions:

LOOKOUT RIDGE

NORTH

NOT TO SCALE

DATE: 08/22/10

JOB #: 08-62

SECOND AMENDED PUD & PRELIMINARY PLAT PLAN OVERALL

SHEET 2 OF 5

Applied Water CONSULTING LLC

September 26, 2013

Taylor Horst
Whitefish Credit Union
P.O. Box 37
Whitefish, MT 59937

Re: Lookout Ridge Subdivision Preliminary Plat Extension
AWC Project No. 117.05

Dear Taylor:

It is our understanding that Whitefish Credit Union, on behalf of Lookout Ridge Investors, LLC, requested a 24-month extension to the existing preliminary plat that was set to expire on June 21, 2013. In lieu of granting the requested extension, the Whitefish City Council extended the preliminary plat for an additional six months and requested further information regarding the landslide that occurred on or about June 4, 2011. Therefore, the purpose of this letter report is to respond to the Council's request for supplemental information regarding the cause and status of the landslide.

Background Information

The original preliminary plat for the Lookout Ridge Planned Unit Development (PUD) was approved by the City Council, subject to 26 conditions, on June 18, 2007. The approval was for a total of 139 units, which included 119 single-family lots and cabin sites and 20 undefined units. The amended plat was approved on June 7, 2010 and included an additional 39.2 acres, but no additional units. The initial preliminary plat and PUD were approved with a density of one dwelling unit per 1.65 acres (139 units on 229 acres), while the amended plat has an overall density of one dwelling unit per 1.93 acres (139 units on 268 acres).

Hydrogeologic Setting

The Lookout Ridge PUD is located on a south-facing slope of the Whitefish Mountain Range. The Whitefish Range is underlain by Precambrian-aged strata of the Belt Supergroup Series consisting of metasedimentary rocks with a thickness that may exceed 20,000 feet. The underlying bedrock within the subdivision property consists of a sequence of Precambrian carbonate rocks identified as the Helena Formation (Harrison, 2000).

The Whitefish Range has been extensively glaciated. Most of the Lookout Ridge PUD is mantled with a layer of glacial till that consists of gravel to cobble-size clasts within a clayey-silt matrix. The two primary aquifers in this area are: 1) the shallow, perched aquifer that occurs within the glacial till; and 2) the fractured bedrock aquifer.

P.O. Box 7667 • Kalispell, Montana 599(• ..l: 406 756-2550 • Fax: 406 756-0527

The shallow, perched aquifer consists of thin sand and gravel layers within the glacial till. The underlying, relatively impermeable clayey-silt (glacial till), creates discontinuous saturated lenses with unsaturated conditions existing above and below. The perched aquifer manifests as numerous springs, seeps, and wetlands throughout the property. By definition, wetlands are directly linked to groundwater and typically occur in groundwater discharge areas. The depth to the water table varies from being exposed on the surface to 20 feet below ground surface. The perched aquifer typically does not yield sufficient water to be used as a domestic supply source.

The primary rock unit in the vicinity of the Lookout Ridge PUD is the Helena Formation. This formation is characterized as a metamorphosed limestone. Fractures, fissures, and karst features provide the primary conduits for groundwater storage and movement. The bedrock aquifer is primarily recharged from snowmelt infiltration migrating downward to the water table. Well yields range from 90 gallons per minute to 400 gpm, with the average well yield being 188 gpm. There is an upward vertical head in all of the wells indicating that groundwater occurs under semi-confined conditions.

Wetland Delineation

An initial wetland delineation was conducted in association with the proposed land development in 2006 (PBS&J) and a more detailed delineation that was specific to individual lots was performed in 2008 (Calypso Ecological Consulting, LLP). The 2008 delineation was performed on Lots 59 and 60 in compliance with the Whitefish Water Quality Protection Rule 11-3-29 (formerly the Critical Areas Ordinance). The purpose of this assessment was to locate the wetland(s) and determine the appropriate setback requirements.

The wetland complex primarily consists of emergent vegetation with fringe herbaceous vegetation. Wetland hydrology is provided by springs and seeps. Wetland hydrology was evident during the site visit as saturated soils less than 12 inches below the surface. Indicators of hydric soil include low chroma surface soils overlying depleted subsoils.

Wetland boundaries were flagged in the field and the locations surveyed by a licensed Montana professional land surveyor. Figure 1 is a site map showing the two delineated wetlands. As shown, a large, contiguous wetland transects Lots 59 and 60. The majority of the wetland is located at the upper elevations of Lot 59 and then narrows and tapers on Lot 60. Standing water and marshy conditions are present in the upper reaches of the Lot 59. The water coalesced into a small stream (denoted by dashed and solid line) on Lot 59 but then diminished and submerged underground on Lot 60. A second small wetland is also located in the northwest corner of Lot 59.

Landslide Field Investigation

The landslide reportedly occurred on or about June 4, 2011. A field investigation was conducted on June 15, 2011 by personnel from Applied Water Consulting, TD&H Engineering, and Bruce Boody Landscape Architect, Inc. The characteristics of the slide area and adjacent land were inspected to ascertain the type of movement and cause of the slide and

possibly the trigger mechanism. The causes of landslides are commonly related to slope instability. It is usually possible to identify one or more landslide causes and one trigger mechanism. A landslide cause is the reasons that a slide occurred in that location and at that time. Causes include geological factors, morphological factors, physical factors and factors associated with human activity. In comparison, the trigger is the single event that initiates the landslide.

Our field inspections identified an arcuate scarp at the head of the slide area. Glacial till sediments consisting of gravel to cobble-size clasts in a clayey-silt matrix were exposed in the face of the scarp. Rivulets of water were issuing from the base of the scarp, which is approximately 33 feet below the shoulder of the road. In addition, the headwall of the scarp was measured to be 54 feet from the centerline of the road or about 25 feet from the edge of the road. The scarp face has a concave shape indicative of a rotational slide, but the remainder of slide appeared to be planner, following the slope of the drainage basin, which is characteristic of a transitional slide. It is estimated the separation distance between the scarp face and debris mass was on the order of 80 to 100 feet. The topsoil at the northeast corner of the scarp was pulled off the subsurface soils like a bed sheet, leaving striations in its wake. This type of feature indicates the slide likely occurred instantaneously. The debris train had a hummocky shape and collected as a lobate pile at the base of the drainage. The soil was saturated and small streams were flowing along the margins of the slide. It appears the slide material was transported as a liquefied mass that occurred as a single surge.

With regard to landslide classification, the Lookout Ridge slide would be considered a debris flow (Compton, 1985; Hungr and others, 2001). The key characteristic of a debris flow is the presence of an established channel or regular confined path. The wetland delineation map was geo-referenced and overlain on a 2013 aerial photograph of this area (see Figure 2). As shown, the path of the debris flow directly followed the delineated wetland channel. Another distinguishing characteristic of debris flows is the presence of a certain degree of rough sorting and the accumulation of boulders and timber debris near the front of the surge. This type of material is consistent with the debris found at the toe of the flow.

According to the literature, the majority of debris flows are triggered by heavy or prolonged rainfall. In order to evaluate this premise, weather data including precipitation, temperature, and wind speed were obtained from the Glacier International Airport weather station. This information is graphically displayed on Figure 3. As shown, temperatures were well above freezing, ranging from 42°F to 59°F during the prior week. In addition there had been 2.36 inches of rainfall the prior week, of which 1.14 inches fell the day before the landslide. This rain on snow event coupled with a warm updraft wind, triggered significant snowmelt runoff. The water infiltrated into the ground, surcharging the perched aquifer. The rainfall infiltration increased the hydrostatic pore pressures in the soil and provided the mechanism for the cohesiveness of the soil to fail, thus releasing a debris flow.

The incidence of this slide does not appear to be a first time occurrence. Further site inspection and examination of the site topographic map indicates there have been other historic slumps or slides, but to a much less expanse. While conducting our initial inspection, it was observed there are a number of historic slump features at the head of this drainage

basin. These features are distinguished as subtle displacement on hill slopes and mounds that are concealed by the heavy vegetative cover. These historic slump features are evident as arcuate contour lines on the topographic map. However, this map was not available at the time the PUD application was submitted. Slope failure appears to have previously occurred in this area at an elevation of approximately 3500 to 4000 feet amsl. Slope failures have been observed in other areas at this elevation and appear to be associated with a weakening of the soil structure from the stillstand of Glacial Lake Missoula at this elevation (personnel communication with Terrance Stockhocker).

The occurrence of the Lookout Ridge debris flow was also not unique to this area. A mudslide also occurred near Blue Bay on the east side of Flathead Lake, which blocked Montana Highway 35 on June 12, 2011. In addition, on June 18, 2011 one of the maintenance staff at Whitefish Mountain Resort noticed a slump in the ground 25 feet above Tower 6 on Chair One. The slump continued to expand and moved the tower out of alignment. The ground movement was attributed to the heavier than normal spring rainfall, which further exacerbated snowmelt runoff.

It has been postulated by others that road construction at Lookout Ridge PUD and the installation of the sewer stub for Lot 59 may have activated the slide. However, this could not be the cause because the sewer line is bedded and filled with compacted native material and therefore, would not provide a conduit for water movement. In addition, the sewer line stub is 25 lateral feet and 30 vertical feet above the seep line. The failure plane appears to have occurred at the top of the water table, which is well below the base of the sewer stub.

Summary and Conclusions

Based on our evaluation, the cause of the slide/debris flow is the inherent instability of the continually saturated soils associated with the wetland complex that occurs on Lots 59 and 60 in Lookout Ridge PUD. The debris flow appears to have been triggered by the intense rainfall event that accelerated snowmelt runoff volumes. The runoff infiltrated into the ground creating high pore-water pressures resulting in the soil to rapidly lose strength and flow downslope as a unified mass.

The debris has been cleared from Lookout Ridge Road and the lower slope has been has also been cleared and re-vegetated. An approval of a 24-month extension of the preliminary plat will allow the Whitefish Credit Union to more actively market the property because of the added value to a perspective buyer. A potential buyer will have to outlay significant funds to complete the infrastructure (water, sewer, stormwater, and roads). Mitigation of the slide area will require investigation and remedial design by a geotechnical engineer that specializes in these types of mass-waste occurrences. It would be more cost-effective to complete the slide reclamation work concurrently with infrastructure installation. As such, it would not be fair to penalize the Whitefish Credit Union or anyone else, as this was an act of nature.

If you have any questions regarding the information contained in this letter report or other project management activities, please do not hesitate to contact me.

Sincerely,

Applied Water Consulting LLC

Sr. Hydrogeologist

Attachments: Figure 1 – Wetland Delineation Map of Lots 59 and 60 LOR
Figure 2 – Overlay of Delineated Wetlands on 2013 Aerial Photograph
Figure 3 – Precipitation/Temperature Graph
Various Newspaper Articles

References Cited

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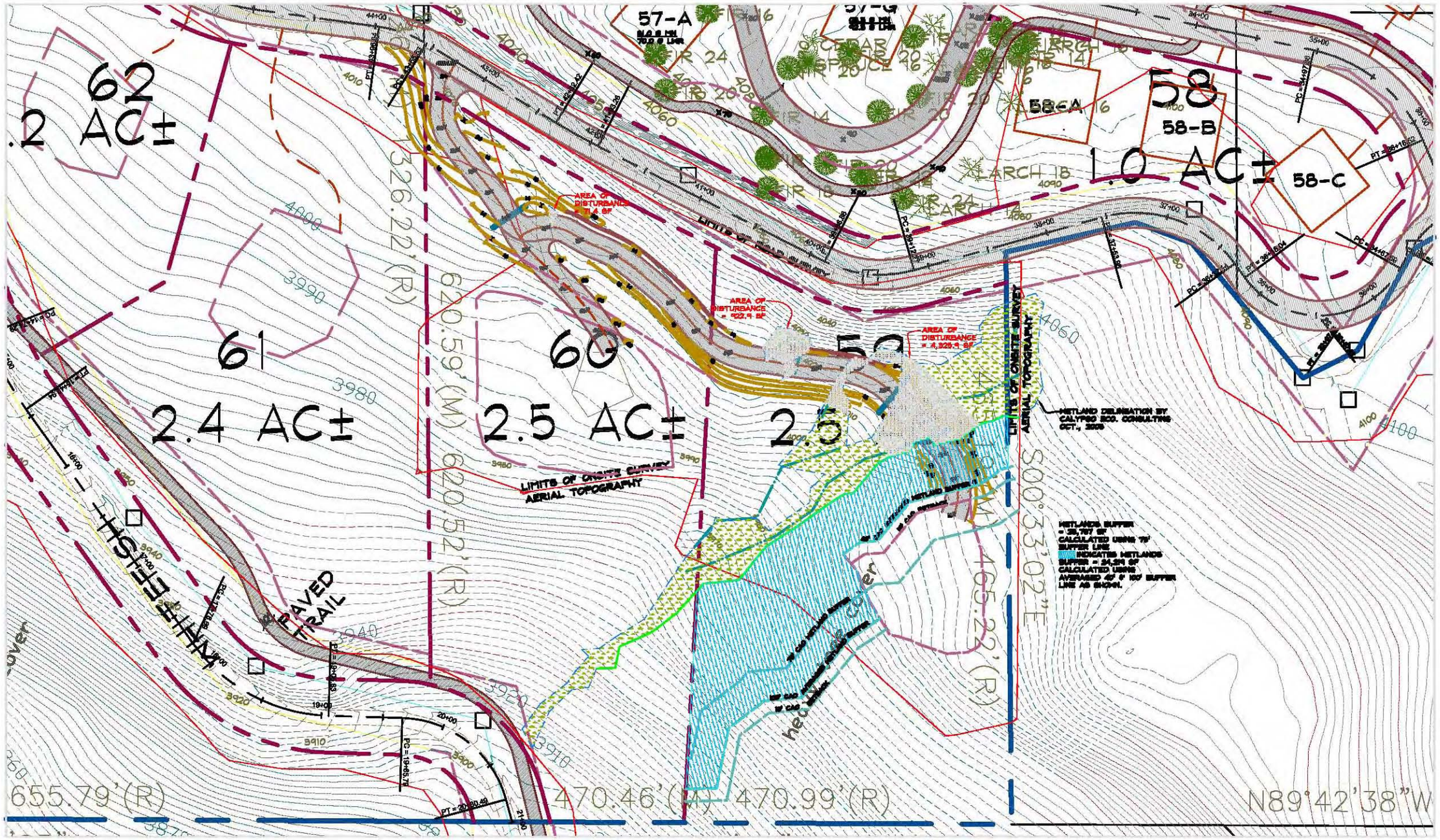

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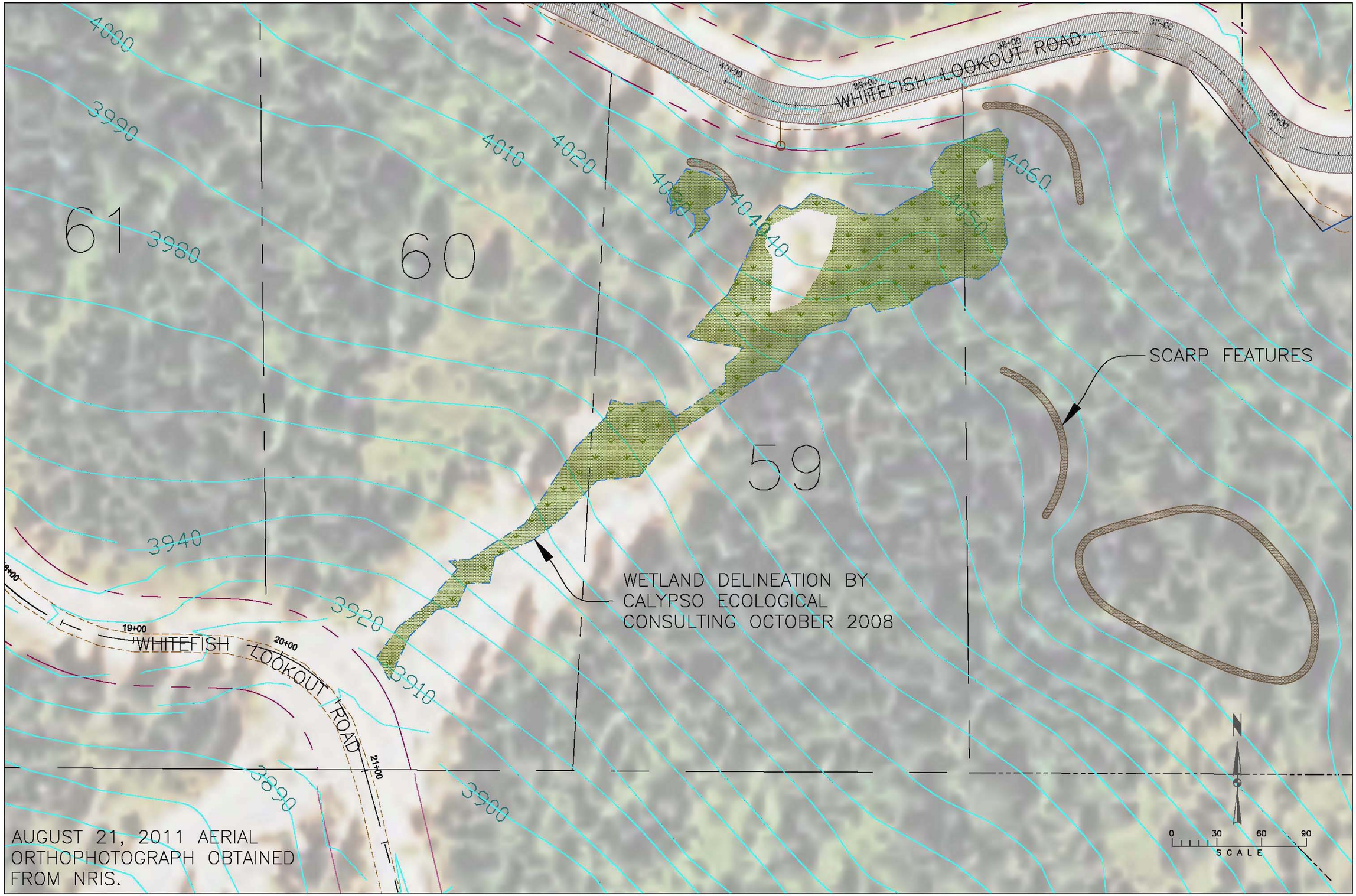
Revisions:

LOOKOUT RIDGE

SCALE: NTS
DATE: 11/05/08
JOB #: 08-62

LOTS 57 & 60
WETLANDS DELINEATION & WETLANDS AREAS OF DITURBANCE

SHEET 1 OF 1


WHITEFISH LOOKOUT ROAD
WHITEFISH LOOKOUT ROAD
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WETLAND DELINEATION BY
CALYPSO ECOLOGICAL
CONSULTING OCTOBER 2008
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ORTHOPHOTOGRAPH OBTAINED
FROM NRIS.

FIGURE 2

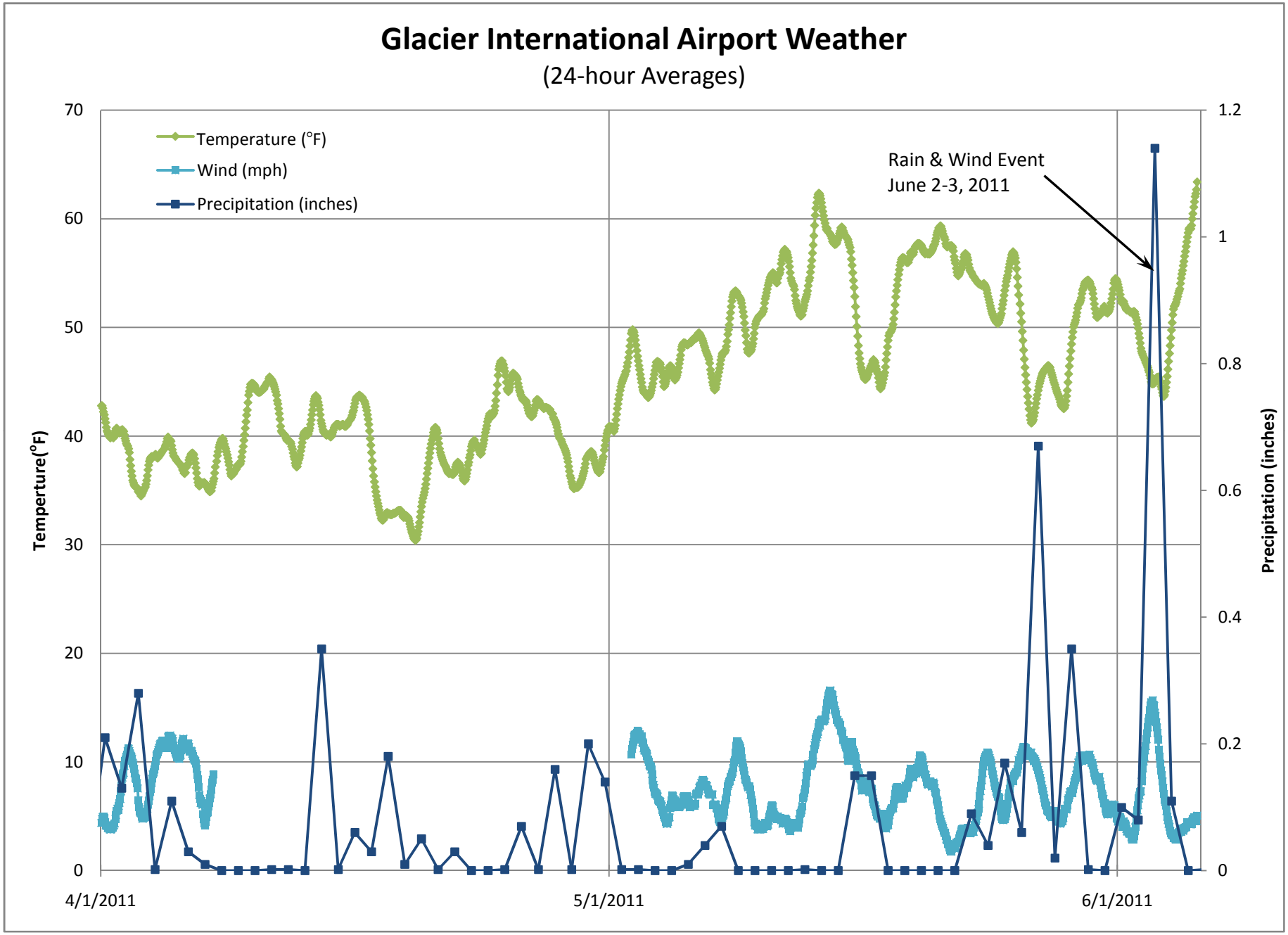
Glacier International Airport Weather
(24-hour Averages)
Temperature (°F)
Wind (mph)
Precipitation (inches)
Rain & Wind Event
June 2-3, 2011
Temperture(°F)
Precipitation (inches)
70
60
50
40
30
20
10
0
1.2
1
0.8
0.6
0.4
0.2
0
4/1/2011
5/1/2011
6/1/2011

Figure 3

Soggy weather triggers landslide

By MATT BALDWIN Whitefish Pilot | Posted: Wednesday, June 8, 2011 10:28 am

Saturated soils likely led to a massive landslide on Lookout Ridge near Big Mountain, City Manager Chuck Stearns reported at the June 6 council meeting.

The crown of the slide was about 60 feet wide and 10 feet deep. It ran about 300 vertical feet along a swath about 1,000 feet in length.

"It was an impressive land movement," Stearns said.

Lookout Ridge is a proposed development on the flanks of Big Mountain near Iron Horse. The slide has blocked a city maintained road that is used as the emergency egress for Iron Horse. No structures were damaged and no injuries were reported.

The slide started on private land that is a natural spring area, Public Works Director John Wilson noted.

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Mudslide blocks traffic on Hwy 35

By Brandon Hansen, Sports editor

Mudslide

This mudslide occurred near mile marker 11 on Highway 35 north of Polson.

Related Galleries

Father's Day Mudslide
Here are images from the Father's Day mudslide today.

Posted: Sunday, June 19, 2011 5:44 pm | *Updated: 9:59 am, Mon Jun 20, 2011.*

Lisa Broadt | 0 comments

BLUE BAY — Members of the Finley Point/Yellow Bay Volunteer Fire Department got an unwelcome Father's Day surprise this afternoon: a landslide on the northbound side of U.S. Hwy 35, just past the 11-mile marker.

Dispatch was alerted around 12:30 p.m. to the slide, which was blocking one lane of traffic, but caused no injuries or property damage. The volunteer fire department and Mission Valley Power responded shortly thereafter.

According to fire chief Chris Ricciardi, once on scene, the fire department determined the most immediate threat to safety to be a number of trees caught in the power lines running parallel to the highway. Mission Valley Power technicians turned off local power for about four hours while they extricated the necessary lines, but had it back up and running by 4:05 p.m.

The cause of the slide was mountain run-off, Ricciardi said.

By 4:30 p.m., the volunteer firefighters had traffic flowing past the north-lane blockage with little delay, and the techs had moved up the mountainside to begin preventative work.

"They're cutting down the trees that are in danger of coming down later," Ricciardi said. "They have a couple more trees to cut down, and then we'll start cleaning up."

The chief said he hoped the fire department would be able to re-open the north lane by 5 p.m., but added that he doesn't think this will be the last landslide the department will respond to this summer.

"More than likely it's going to get worse,"Ricciardi said.

For the moment though, the volunteer firefighters and MVP technicians were anxious to get out of the chilly drizzle and back to their father's day gatherings, or at the very least, to get some lunch.

"Where's a pizza delivery man when you need one?" Ricciardi asked, with a smile.

For more information on Lake County flooding and weather visit http://www.wrh.noaa.gov and check www.leaderadvertiser.com for updates as they become available.

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Tilting tower prompts lift closure

The Daily Inter Lake | Posted: Tuesday, June 21, 2011 2:00 am

Whitefish Mountain Resort's Chair One, used in the summer season for scenic lift rides and carrying mountain bikes, will be closed indefinitely to repair a slump above tower six that likely was caused by heavy moisture this spring.

All hiking and mountain biking trails under Chair One — including the Danny On Trail and upper sections of the Go Fish and Gopher biking trails — also are closed until further notice, resort spokeswoman Riley Polumbus said.

The Summit House at the top of Chair One also is closed.

On Saturday the resort's lift maintenance crew noticed a slump in the ground 25 feet above tower six, Polumbus said. Chair One is a detachable quad lift and is equipped with safety mechanisms, auto-stop modes and alarms that warn operators.

The lift ran until closing at 6 p.m. without any significant warnings. Saturday was the first day of Whitefish Mountain Resort's summer season.

Lift maintenance and lift operators monitored the area and the lift throughout the day. In the afternoon, the area around the slump was marked with flags.

On Sunday morning the area was re-inspected and it was observed that the slump had grown overnight. During a visual inspection of the lift it was determined that tower six was about four inches out of plumb. Chairs and gondola cars were removed to release tension on the lift cable to enable crews to tie back and secure the tower.

The lift manufacturer, a hydrologist and a soil engineer have been contacted, Polumbus said.

"We will know more about the solution after their analysis," she said.

A helicopter is being brought in to remove the tower.

The following activities still are available on the mountain: Alpine Slide, Zip Line Tours, Walk in the Treetops and lower-mountain cross-country biking trails.

Chair 6 and Chair 9 are running and the Base Lodge Café and bar also are open.

"We will be putting all necessary resources toward assessing the situation, finding a solution and getting our scenic lift up and running as soon as the lift is back to engineering standards," Dan Graves, president of Whitefish Mountain Resort, said in a prepared statement. "Our main concern is for the safety of our customers and employees."

By DAN TESTA *of the Beacon*

WHITEFISH – In three trips Friday, the helicopter picked up tower six off of Big Mountain and deposited its pieces in the Willow parking lot of Whitefish Mountain Resort. The tower – which supported the resort's Chair One lift – didn't fail; the ground did. And it's unclear when Chair One might be up and running again, and what the impact may be on Whitefish Resort's summer operations.

Resort officials will offer now offer scenic lift rides from Chair Two, and aim to begin that operation July 2, after building ramps for pedestrians to get on and off the chair, along with bike racks. Mountain bikers will be able to access the Summit Trail from the top of Chair Two also.

"Running Chair Two will be a nostalgic experience, as the old T-Bar ran up the same line in the 1950s with single chairs," Whitefish Mountain Resort President Dan Graves said.

The previous weekend, two lift maintenance employees inspected tower six after an internal alarm system indicated a problem. They ran the lift that Saturday, June 18, all day without incident, according to Riley Polumbus, the resort's public relations manager. But the crew noticed a fracture, or "slump," about 25 feet above the tower's foundation.

The fracture runs roughly parallel to the chairlift's direction of travel, down the hill from Toni Matt. Skiers will also know the area as just beyond the tree festooned with underwear and plastic Mardi Gras beads.

The maintenance staff marked the width of the fracture with stakes on either side, and measured their distance.

"When they went up Sunday, it had opened by 10 inches," Polumbus said, adding that over the course of the day it continued to spread. Visual inspection revealed the tower was tilted about four inches. Crews removed the gondola cars and chairs, relieving tension on the cable around the tower and allowing it to be secured with a winch to a cat up the slope on Toni Matt.

The fracture appears to be caused by the heavy moisture in the ground due to snow melting, and as the temperature rose last week, creeks descending the mountain flowed noisily. Polumbus said the resort has contacted hydrologists, geologists, soil specialists and Doppelmayr, the manufacturer of the chairlift.

The instability of the ground and tower prompted the temporary closure of hiking in the area, including on the Danny On Trail and upper sections of the Go Fish and Gopher biking trails. (Those trails are now open.) The Chair One stoppage also forces the Summit House restaurant to close, though Polumbus said the 11 employees affected will be reassigned.

Routes to the summit for scenic lift rides via Chair Four and Chair Five are not an option, she said, because those lifts are not detachable, and the chairs swing around too quickly for summer riders not on skis.

It's too early to tell how long Chair One will be closed. Upper mountain bike trails are still closed due to snow and crews are working on getting the Summit Trail open below Chair Two by July 2. But Polumbus emphasized that the majority of summer activities on offer at Whitefish Resort are unaffected: The alpine slide, zip line, "Walk in the Treetops," and mountain biking trails along lower sections of the mountain are up and running, along with a new bar at the base lodge. The Summit Nature Center has been temporarily moved to the top floor of the base lodge, with an opening day of June 25. And when huckleberry season begins in earnest, Polumbus said the picking will be good from the top of the Chair Two area as well.

"Fortunately we have a pretty diverse list of activities that are not affected by this," Polumbus said. "Come on up."

dtesta@flatheadbeacon.com

September 30, 2013

Taylor Horst
Whitefish Credit Union
300 Baker Avenue
Whitefish, MT 59937

RE: Request from Whitefish Credit Union for a 2 year extension of the Preliminary Plat for Lookout Ridge Subdivision.

Dear Taylor,

The purpose of this letter is to provide an overview and some background information in support of the Credit Union's request for the Plat Extension.

As the Project Lead for the Original Platting, I am writing in support of the Plat Extension for Lookout Ridge. The property, with the current Plat and PUD in place, holds significant value for a potential developer and for the City of Whitefish. Even though the last 4 years of inactivity, due to the recession, have had impacts on the property, the 5 years of planning and 2 years of infrastructure construction have substantial value, but only if the Plat and PUD are continued through the 2 year extension.

I feel the interests of the City have been addressed in the 29 Conditions of the Second Amended Plat. Specifically, **Condition 27** reads as follows: *Lots 22, 26, 31, 32, 35, 37, 59 and 60 shall obtain a Critical Areas Compliance Permit and comply with the critical area ordinance in effect at the time of building permit issuance.*

The developer/primary investor in the project was undertaking this effort prior to placing those parcels on the market. The planning team had just begun the investigations to determine if the lot in question was buildable when the recession began. Calypso Ecological Consulting had completed their Wetland Deliniation, and Sam Cordi Land Surveying had field surveyed and updated our project maps to include the wetland information. The recession overpowered the project so quickly that Calypso was not able to complete their report on the conditions.

It is obvious at this point that the original developers, Lookout Ridge Investors, LLC (still the current owner of record) does not have the capability to move forward with the project, nor address the issue of the landslide. The Whitefish Credit Union, who is not the current owner, would also be penalized if the Plat is not extended. The current site conditions are a result of unfortunate circumstances. These site conditions can best be addressed by making it possible

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fax 406 862-9755

for a new owner to take over the project and develop the property with a remedy to the slide and the project as a whole.

It is also important for the City of Whitefish to remember the history of this project in the context of what the original developer had offered the City. The proposed plan was above and beyond what was required through the Plat and PUD processs.

Condition 24 reads: *Install a trail that is open to the public. Work with the City's Bike and Pedestrian Committee and neighboring properties to place the trail in the best location.*

Condition 13 reads*: The Applicant shall provide a public parking area/trailhead for the public to access the Public Trail.*

Condition 26 reads: *Prior to Final Plat, the Applicant shall enter into an agreement with the Whitefish Housing Authority (WHA) to provide and secure $ 50,000.00 per year for 10 years to the WHA.*

I feel it is in the best interests of the City and our community as a whole to extend this Plat. I am hopeful that the decision will be to allow the Plat Extension, which will in turn encourage the sale of the property to a new developer, which will accelerate reclamation of the slide area.

Respectfully,

Bruce Boody

Bruce Boody ASLA
Bruce Boody Landscape Architect Inc
301 Second Street, Suite 1B
Whitefish, MT 59937
Phone: 406.862.4755
boodyla@bruceboody.com

Councilor Hildner thanked Finance Director Knapp and the staff for the fine job they did on this.

Councilor Hyatt asked about the pre-purchase of power from Flathead Electric Coop and Finance Director Knapp said they will probably hit that power production level well before the eight years are up. Public Works Director Wilson said the production is way ahead of schedule and City Manager Stearns said that was part of the agreement that was approved by Council.

The motion passed unanimously.

4. COMMUNICATIONS FROM THE PUBLIC–(This time is set aside for the public to comment on items that are either on the agenda, but not a public hearing or on items not on the agenda. City officials do not respond during these comments, but may respond or follow-up later on the agenda or at another time. The Mayor has the option of limiting such communications to three minutes depending on the number of citizens who want to comment and the length of the meeting agenda)

Kellie Danielson, 12 Wheatgrass Lane, said she works at Montana West Economic Development. She said they appreciate working with City Manager Stearns and all of the staff. She said they wanted to express their support of the Hurraw! project.

5. COMMUNICATIONS FROM VOLUNTEER BOARDS

Councilor Hyatt said the Park Board finished up the Master Plan review and it will come before the Park Board on July 9th and before the Council in August. Parks and Recreation Director Cozad said 12-15 people stopped by the office to give comments at the last Farmer's Market.

6. CONSENT AGENDA-(The consent agenda is a means of expediting routine matters that require the Council's action. Debate does not typically occur on consent agenda items. Any member of the Council may remove any item for debate. Such items will typically be debated and acted upon prior to proceeding to the rest of the agenda. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC)

6a. Minutes from the June 3, 2013 Council special session (p. 96)
6b. Minutes from the June 3, 2013 Council regular session (p. 97)
6c. Consideration of approving request from Whitefish Credit Union for a 2 year extension of the Preliminary Plat for Lookout Ridge subdivision (p. 104)

Councilor Hildner asked to remove Item 6c from the Consent Agenda.

Councilor Hildner said the request for an extension from Lookout Ridge presents them with an opportunity to exam the benefits of this project and to look at it again. He said a project of this size and scope should be re-examined. Instead of making a decision tonight about extending this plat, he would like to extend the period of the current plat for 90 days which will allow Senior Planner Compton-Ring and the loan officer from the Credit Union to be present and comment on this issue. They could then just extend the plat for 21 months to equal the normal 2-year extension. Councilor Hyatt said the Council has been working with every bank and landowner so far on similar requests, so he is disappointed in Councilor Hildner's actions. Councilor Hildner said one of his main concerns about Lookout Ridge is that this is where there was a major landside a couple of years ago. This gives the holder of the plat a chance to propose changes and perhaps improve this plat. Councilor Mitchell said they have been extending plats through difficult times. He feels there have been precedents set that indicate that they should approve this request. He thinks Councilor Hildner is asking for a different treatment of this particular plat and he didn't think it was fair to hold them up. He thought it would be good to have a work session on this whole issue and not pick out one plat.

Councilor Sweeney said this is a request to extend a plat where they know there have been problems with movement of ground. He said it is a reasonable thing to ask the current owner of the plat to look at it in detail. The extension is a last minute request, so giving them 90 days is reasonable. He thinks the Council will ultimately extend it, but it gives them a mechanism to address problems. He hopes the Credit Union will agree. Councilor Hyatt said this is different than the Big Mountain request they saw last month. Big Mountain was the owner when the original plat was approved and they still own the land. He said that in this case the Credit Union had the loan and now owns the land and this would create a hardship for them. He has a problem with treating them differently.

Councilor Kahle asked what their options were and Attorney VanBuskirk said the City's review criteria provides for extensions where good faith is shown in working toward final plat. Councilor Kahle said if they extend it for 90 days and have a discussion regarding the preliminary plat with the Credit Union, and then the City decides they don't like the current layout of the plat, do they have the discretion to make any changes? Attorney VanBuskirk said they cannot impose additional conditions or make any changes to the plat, but they can entertain a request for changes from the applicant. Manager Stearns said they cannot change the conditions of the plat, but they can force it by rejecting the plat. Obviously, the applicants have an interest in maintaining as much of the plat as they can. He said the Council can't be arbitrary or capricious and they must state their reasons and findings. Manager Stearns said the 90 days would give each party time to review it.

Councilor Anderson asked and Manager Stearns said a motion to take some action would be appropriate. Councilor Kahle said there was some instability in the soil and a landside. He only wants to see them address that issue, not the lot sizes or details of the plat. He said no one wants this to work well more than the Credit Union. Councilor Hildner said 90 days gives them time to make sure that the interests of the Credit Union and the City are considered and that is his goal. He wants to protect water quality. He said Ryan Purdy is in the audience to answer questions. He said he also talked with the CEO from the Credit Union and they are willing to have the 90 day delay.

Ryan Purdy said he wanted to clarify that the Credit Union does not own the property. They are going through the foreclosure process now, which may take a long time. He said they would be more than happy to have a conversation, but 90 days doesn't get them anywhere. They can't touch it until they own it which could be for many months. He asked if this would be the first extension or just a postponement of the first extension. Purdy said the 2nd extension is more onerous on the applicant and the City. City Attorney VanBuskirk said City law allows more than one extension and the Council's discussion included a possible extension for a period of months with a possible additional extension up to 24 months. He said in his notes the 2nd extension is $750 and they have to notify all landowners who are adjacent. City Attorney VanBuskirk said the discussion was about a 90-day extension, which may be later extended up to 2 years. Purdy said he did a site review two weeks ago and saw the landslide issue. He said if a plat expires and there aren't any changes to the original plat or City regulations then it is usually approved. He said if they can't add new conditions why have a 90-day discussion. He said the Whitefish Credit Union (WCU) will want to turn this property over and sell it. Councilor Anderson said they have a letter from WCU and a representative from WCU, but no representation from Lookout Ridge. Purdy said the Credit Union has been appointed as the agent to apply for the extenstion of this preliminary plat. Councilor Mitchell said he looked at the property and he thinks some best management practices weren't adhered to and then there was a really wet year. He doesn't think it is going to happen again. He thinks a 90-day delay is a hardship for the WCU and he thinks they would be treating this application differently.

Councilor Sweeney said if WCU is an agent for the current owner, they could perhaps come in and discuss the issues along with the existing owners during this time period. He asked and Attorney VanBuskirk city code provides that if the developer lets the plat expire then the City would review the resubmitted plat and whether there have been substantial change from the previous preliminary plat, the conditions of the previous approval, city regulations or standards. Director Taylor said there have been several changes in regulations and standards but he didn't know which ones would apply. Purdy said he didn't know if they could go back to Mr. Cossett on behalf of Lookout Ridge. Councilor Anderson said he thinks Mr. Cossett gave him that authority in the letter. Purdy said he hasn't had that conversation and doesn't feel they have the authority to get an engineer up there. Councilor Kahle said he thinks they need to be really careful what they do here. They don't know why the land slid. If they don't extend this plat they will leave the WCU with a property that has no value. They are aware of the problem, so he would like to grant the extension. The subsequent owners will realize there will be potential problems and the Council will get to see this again when they come for the final plat.

Mayor Muhlfeld said when this landslide occurred he went up there when Iron Horse had Carver Engineering do a geotechnical study. The road was not built to standards and was built after the preliminary plat was approved. There is an engineer's report on record that indicates why it slid. He cautioned them that it is in their interest to protect the interests of the adjacent property owners, including Iron Horse, who are concerned that this not happen again. Councilor Kahle asked if it was fixed and Mayor Muhlfeld said the City cleared the slide from the road giving emergency and other access to adjacent properties because the owner had been unresponsive. Councilor Kahle said they need to keep people engaged so that they don't unplug the whole situation. He asked and Director Taylor said there are conditions on the plat to deal with the drainage issues and road conditions. If they get to final plat then the problem will be permanently fixed. Director Wilson said it would be logical for the problem to be fixed. He said the place where it failed, everyone will watch. He said the problem is that the road was only partially constructed and they can definitely watch that spot. Councilor Hildner said he is merely asking them to consider a 90-day extension of this preliminary plat. He said there are new regulations and one of the reasons for allowing plats to expire is to deal with the upgraded standards.

Councilor Hildner offered a motion, seconded by Councilor Anderson, to extend the Lookout Ridge Plat Second Amended Preliminary Plat/PUD from 2010 for a period not to exceed 90-days at which point the Council will make a decision on whether to extend the Preliminary Plat/PUD further.

Councilor Anderson said there are a lot of issues here that need to be addressed. He wondered whether 90 days would be enough because the court moves slowly. He wondered if they should give them 6 months.

Councilor Anderson offered an amendment, seconded by Councilor Sweeney, the extend for 6 months.

Councilor Hildner wondered if that would make any follow-up requests be a 2nd request and would kick-in the $750 fee? Purdy asked and Attorney VanBuskirk said the possible two-step extension was the first extension and the amount of the fee would be negotiable. Purdy asked them to give them as much time as possible. Manager Stearns agreed the next request for extension is $750, but there is some discretion on the Council's part to say this 6-month extension is part of an extension of anytime up

to two years for a $50 fee; that is up to the Council. Councilor Hildner said he was okay with the amendment.

The amendment passed 5-1 with Kahle voting in opposition.

Councilor Sweeney said, to clarify, he would like the Council to consider including Manager Stearns' comment that any extension up to two years is part and parcel of the first extension giving the applicant sufficient time to address these issues. He doesn't want to see an additional $750 fee when they come back in 6 months, it would just be part of this extension. Councilor Hildner and the rest of the Councilors agreed.

Councilor Hyatt asked and Purdy said the WCU is okay with 6 months, but he can't be sure they'll have this resolved. Ryan Purdy said once the property is under the Credit Union's ownership they will meet with the City to address these issues. Councilor Hyatt said he will vote for this because Purdy said it is okay, but he is disappointed that this ever came up; and Councilor Mitchell agreed.

Councilor Mitchell suggested that the motion state that there is a one-time $50 fee for extensions for up to 2 years. The other Councilors said it was already implied.

Councilor Kahle said he thinks the 6-month extension is a waste of time, so he will vote against it. He would like to have a policy discussion about preliminary plats and what they look at when they come before them. He thinks they need a work session. He said they could nit-pick any preliminary plat and that is a dangerous process. Councilor Anderson said he doesn't think they're singling anyone out because they worked out a water quality issue with Big Mountain when they came back for a plat extension. They are trying to deal with commonsense concerns before they approve a long extension of a subdivision. Mayor Muhlfeld agreed with Councilor Anderson's comments. He reassured the Credit Union that they won't have to bring the project under current standards, but to address the issues that have been brought to their attention.

The original motion, as amended, passed 4-2 with Councilors Kahle and Mitchell voting in opposition.

Councilor Anderson offered a motion, seconded by Councilor Sweeney, to approve Agenda Items 6a and 6b on the Consent Agenda. The motion passed unanimously.

7. PUBLIC HEARINGS (Items will be considered for action after public hearings) (Resolution No. 07-33 establishes a 30 minute time limit for applicant's land use presentations. Ordinances require 4 votes for passage – Section 1-6-2 (E)(3) WCC)

7a. FY14 Budget - Consideration of approving City Manager's proposed budget as the FY14 preliminary budget and setting final public hearing on the FY14 budget for August 19, 2013 (p. 114)

City Manager Stearns said the proposed budget for FY14 was enclosed with the packet. He said that the City Council held two work sessions on the budget so far, on May 28th and June 10th. There will be another work session scheduled in July or August prior to adoption of the budget on August 19th. In the past the City Council has been comfortable adopting the City Manager's proposed budget as the preliminary budget which the Council is required by state law to adopt by June 30th. After adoption of the Preliminary budget, the City Council then makes changes to the budget in July and August prior to final adoption which is scheduled for August 19th.

LOOKOUT RIDGE LAND SLIDE

At the request of Michele Irelan, of the Iron Horse Homeowner's Association, I visited the site on June 6, 2011 to observe a land slide that had apparently occurred several days earlier. From Michele's description of the slide, it was obvious this was something that would require the expertise of a geotechnical engineer, so I contacted Josh Smith, of CMG Engineering, and asked him to meet me at the site.

Observations

Josh and I first met at the locked gate at the end of Lookout Lane and walked down to the slide where it crossed the lower section of Lookout Road. At that point it looked like surface debris that had slid down from above as we could not see any signs of slumping only surface scour. The slide appeared to be somewhat contained within a natural drainage area. The debris consisted of rock, silty/clayey soils, trees and shrubs. See picture below:

At this location we could see Prairiesmoke Circle below and, according to Michele, the debris slide stopped just short of the road.

With Michele guiding the way, Josh and I then hiked to the top or beginning of the slide, coming in from above through Iron Horse property off Stonecrop Lane. At this location, we found a pressure sewer service off the edge of an unfinished roadway in Lookout Ridge approximately 20 ft. above a drainage area. About 15 ft. below this sewer service

it was observed that a section of the steep slope (approx. 1.5H:1V) had broken off and apparently slid into the drainage. We hiked down to the drainage area and could see flagging indicating that the area had been delineated as a wetland. The surface was very wet and soft and there were surface streams of water throughout the still intact portion of the drainage. At that location, the “flowline” slope of the drainage, area uphill and to the south of the start of the slide, was moderate at only about a 12% to 15% grade. The side slopes of the drainage were very steep, especially on the north slope leading up to the sewer service and road. Water was observed flowing out of the exposed soils at numerous locations and at various elevations. It was obvious the soils in and around the slump area were at or near saturation.

Pressure sewer service with displaced drainage area below
(Head scarp or beginning point of slide)

The picture above was taken on a follow-up visit on June 9, 2011 after a rain event and it clearly shows water flowing downslope toward the pressure sewer service valve box. There was also water running down the adjacent roadway and a portion of this water left the road at this sewer service location. This Lookout Ridge roadway is unfinished and its surface currently consists of native glacial till (gravelly to cobbly silty clay loam) soils.

The pictures on the following page show the sloughed section just below the sewer service and the scour and debris within the drainage at the head scarp of the slide.

Sloughed area just below sewer service

Debris and scour in drainage near upper end of slide

Hypotheses

From our observations, it would appear the slide was started by a section of steep sloping ground just below the Lookout Ridge sewer service slumping or sloughing off and slipping into the drainage/wetland area immediately below. The soils within the drainage/wetland area were likely saturated to some significant depth, unstable and unable to support the weight of the slumping materials from above. This caused the soils and vegetative materials within the drainage to start moving downhill and the added weight and momentum of the sliding soils and debris continued to move and displace everything in its downhill path.

Subsurface and surface water, along with soil conditions that could not remain stable under elevated moisture levels and the steepness of the existing slope, were most likely the causes of the slide. It is possible that subsurface water flowed within the bedding and backfill material of the sewer main and then within the bedding and backfill material along the pressure sewer service. The pressure sewer service was likely installed to provide at least 6 ft. of cover and is likely sloped away (running downhill) from the connecting sewer main. The sewer service valve box is about 6 ft. lower than the road. This could help divert or channel at least some of the subsurface water flowing down the sewer main trench to the sewer service lateral. Assuming the end of the sewer service is lower than the sewer main, water would then pond at the end of the sewer service trench which is near the top of a steep approximately 1.5H:1V slope. This could have saturated the soils and could have caused the steep sloping section downslope from the end of the sewer service to begin slumping.

This may have happened over time and could have opened up a surface fracture that then allowed surface water to flow into the fracture. Heavy rainfall then occurred on June 2, 2011 and it is likely that some surface runoff water flowed along the sewer service lateral and into the fracture giving it the final “push”. This area recently experienced a spring thaw after an above-average snow year. In addition, snow is still melting in higher elevations above this area contributing to significant water in the drainage.

Recommendations

At this point the most important things to do are to clean the debris from the roads to allow vehicle access and to control or manage the water flowing within, flowing out and draining into the drainage area. The following are several improvements that could be made to hopefully deal with the most pressing issues.

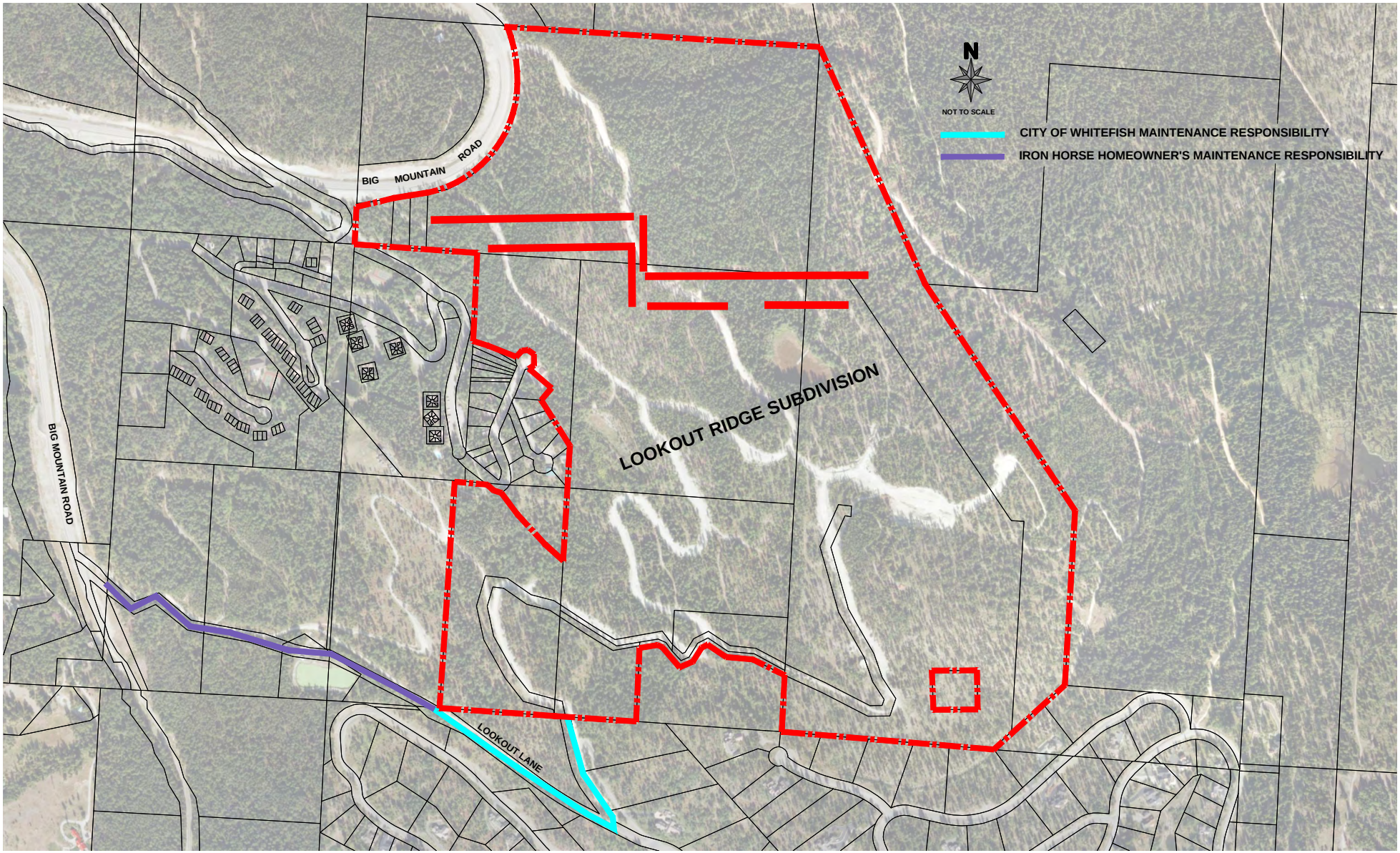
- When the debris is cleared from the road crossings, some debris should be pulled down from the uphill sides of the road and the finished slopes should be no steeper than 3H:1V. We anticipate that slopes of 3H:1V will provide an adequate factor of safety against sliding. These slopes should be observed by an engineer for final evaluation.
- The ditches along the cut sides of the roads should be cleared and cut, if necessary, to make them capable of receiving and conveying drainage water. Straw wattles and/or check dams should be installed along the ditch at intervals of not less than 50 ft. Existing downslope culverts should be

inspected to make sure the inlets are not obstructed and that they are clean and able to convey their respective maximum capacity of runoff water.

- There is already a significant flow of water that is leaving the drainage area just above the paved private drive in Iron Horse and flowing across City sewer cleanout manholes. Some of the water then flows to a ditch along Lookout Road and disappears at a rock cut a relatively short distance from the manhole and some bypasses the ditch and runs down the road. A ditch or channel should be constructed to contain and divert this flow of water to preclude damage to the paved drive, gravel road and to the City's sewer system.
- Just below this above-noted rock cut along Lookout Road, the near vertical cut slope turns to a glacial till material and sections of this material have sloughed and are plugging the inlet end of a culvert. This sloughing is not related to the bigger slide we have been talking about in this report; however, the material does need to be removed to open up the roadside ditch drainage. Something also needs to be done to stabilize this steep cut slope to keep the sloughing from propagating further back into the paved private drive; however, this could be a separate project.
- Grading and ditch shaping work should be done on the existing Lookout Ridge unfinished roadway to divert surface runoff water away from rather than toward the pressure sewer service at the top end of the slide area. Grading should also be done at other locations along this unfinished roadway to keep runoff water from flowing toward and into the drainage where the slide occurred.
- Something should also be done to stabilize the exposed steep slope just below the pressure sewer service to keep the sloughing from propagating further back into the roadway. We anticipate the fix for this area will require significant earthwork, subsurface drainage improvements and possibly a mechanically stabilized earth (MSE) wall.
- A curtain or cut-off drain should be installed that connects to the bedding material in the sewer main and sewer service lateral trenches near the head scarp of the side. The drainage outlet should be designed as part of slope reconstruction in this area.
- Evaluation of the debris flow side slopes should occur to evaluate the possibility of additional propagation of the slide laterally, An updated topographic map will be necessary to properly evaluate these areas further.

Prepared by,

Tom Cowan, P.E.	Joshua C. Smith, P.E.
Carver Engineering	CMG Engineering, Inc.


N
NOT TO SCALE
CITY OF WHITEFISH MAINTENANCE RESPONSIBILITY
IRON HORSE HOMEOWNER'S MAINTENANCE RESPONSIBILITY
BIG MOUNTAIN ROAD
BIG MOUNTAIN ROAD
LOOKOUT RIDGE SUBDIVISION
LOOKOUT LANE

12-3-8: TIME LIMITS FOR PRELIMINARY PLAT APPROVAL:

Whitefish City Code Section

The approval of the preliminary plat shall be in force for not more than three (3) calendar years, but not less than one calendar year. At least thirty (30) days prior to the end of the period the subdivider may request, in writing along with the appropriate fee, an extension of the approval period for no more than two (2) calendar years and the city council may grant such an extension provided the subdivider can show continued good faith in working toward final plat. After this extension, subdivider may request additional time by using the process outlined in subsection C of this section.

A. If a subdivision is part of an approved planned unit development (PUD) which contains a specific phasing plan complete with time lines, such phasing plan shall be binding unless amended according to subsection 12-3-5C4 of this chapter. (Ord. 11-12, 7-18-2011)

B. A preliminary plat with a phasing plan shall, upon final plat approval of the first phase, submit final plats for each successive phase within two (2) years of the previous final plat approval. Failure to meet this time frame will cause the preliminary plat to expire. A two (2) year extension for a phase of the subdivision may be requested by the subdivider and granted by the city council provided the subdivider can show continued good faith in working toward final plat. After this extension, the subdivider may request additional time by using the process outlined in subsection C of this section. (Ord. 12-13, 12-3-2012)

C. A subdivider requesting a second extension shall do so in writing forty five (45) days prior to the expiration of the preliminary plat, with the accompanying fee. The request shall describe the justification for such request. Such requests shall be reviewed by the council at a public hearing. Staff shall place a legal notice in the paper fifteen (15) days prior to the hearing and notice adjacent landowners according to the noticing buffer outlined in these regulations. (Ord. 11-12, 7-18-2011)

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RESOLUTION NO. 13-___

A Resolution of the City Council of the City of Whitefish, Montana, establishing "No Parking" Zones on portions of West Sixth Street and O'Brien Avenue.

WHEREAS, Section 6.2.4 of the Whitefish City Code provides that the City Council may, on motion, create "No Parking" zones within the City; and

WHEREAS, following the completion of the Sixth and Geddes Reconstruction Project, the Public Works Department is recommending that the City Council officially designate "No Parking" zones along portions of West Sixth Street and O'Brien Avenue, as depicted on the attached map and

WHEREAS, the City Council has determined that it is in the best interests of the City, and its inhabitants, to establish "No Parking" zones; and on portions of West Sixth Street and O'Brien Avenue.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Whitefish, Montana, as follows:

Section 1: There is hereby established a "No Parking" zone on the following streets and avenues:

a. The north side of West Sixth Street from a point 150 feet west of Lupfer Avenue to Flint Avenue;
b. The south side of West Sixth Street from Lupfer Avenue to Flint Avenue; and
c. Both sides of O'Brien Avenue between 265 West Sixth Street and 310 West Sixth Street, a distance of approximately 160 feet.

The areas subject to this Resolution are shown on the map attached hereto and incorporated herein by reference.

Section 2: It shall be unlawful for anyone to park in the "No Parking" designated zone.

Section 3: The Public Works Department is authorized and directed to install appropriate signage notifying the public of these restrictions.

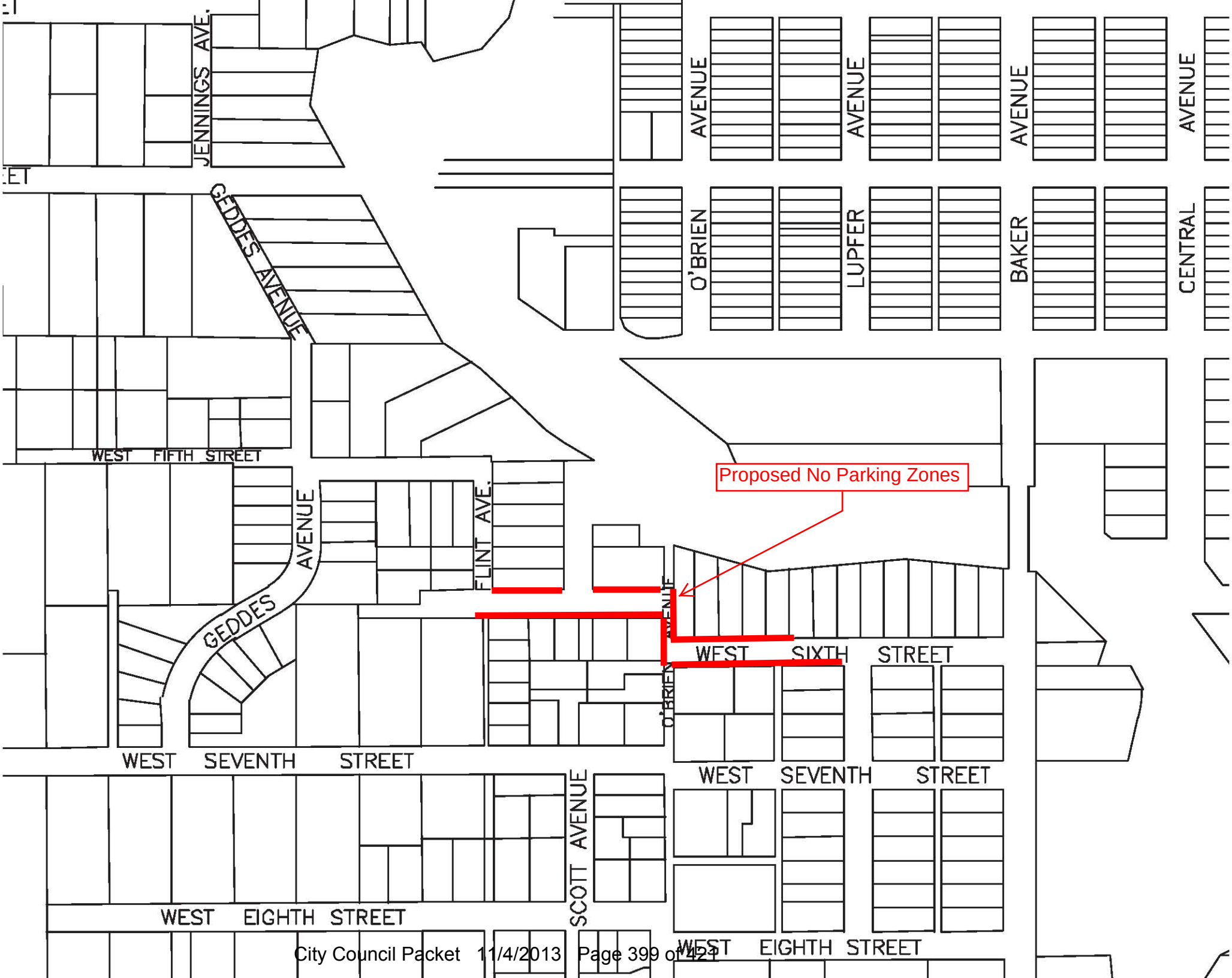
Section 4: This Resolution shall take effect immediately upon its adoption by the City Council, and signing by the Mayor thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WHITEFISH, MONTANA, ON THIS _____ DAY OF _____, 2013.

_____
John M. Muhlfeld, Mayor

ATTEST:

_____
Necile Lorang, City Clerk


JENNINGS AVE.
AVENUE
AVENUE
AVENUE
AVENUE
O'BRIEN
LUPFER
BAKER
CENTRAL
GEDDES AVENUE
WEST FIFTH STREET
Proposed No Parking Zones
FLINT AVE.
GEDDES AVENUE
O'BRIEN AVENUE
WEST SIXTH STREET
WEST SEVENTH STREET
WEST SEVENTH STREET
SCOTT AVENUE
WEST EIGHTH STREET
WEST EIGHTH STREET

P.O. Box 158 • Whitefish, MT 59937 • (406) 863-2400 • Fax: (406) 863-2419

October 22, 2013

Mayor Muhlfeld and City Councilors
City of Whitefish
Whitefish, Montana

Mayor Muhlfeld and Councilors

Recommendation to Designate No Parking Zones
Along the Route of the 6th and Geddes Street Reconstruction Project

Introduction/History
Following the recent completion of the 6th and Geddes Street Reconstruction Project, the Public Works Department is recommending the City Council officially designate No Parking zones along certain portions of 6th Street and O'Brien Avenue, as shown on the attached drawing.

Current Report
The route connecting Baker Avenue with West 2nd Street (running along West 6th Street, O'Brien Avenue, Flint Avenue, North Street, Geddes Avenue, Jennings Avenue, West 3rd Street and Good Avenue) was recently reconstructed. The public right of way is narrow all along this route and the new roadway includes curb and gutter where there was none before. As a result, in some locations where folks may have parked their car on the edge of someone's front lawn, the roadway is no longer wide enough to accommodate on-street parking.

Although other road segments along this route may benefit from parking restrictions in the future, we are recommending the following areas be designated as No Parking zones at this time:

- The north side of West Sixth Street from a point 150 west of Lupfer Avenue to Flint Avenue,
- The south side of West Sixth Street from Lupfer Avenue to Flint Avenue and
- Both sides of O'Brien Avenue between 265 West Sixth Street and 310 West Sixth Street, a distance of approximately 160 feet.

The recommended No Parking zones will help ensure the safe passage for traffic and emergency vehicles and will enable snow removal in a more efficient and effective manner.

Financial Requirement

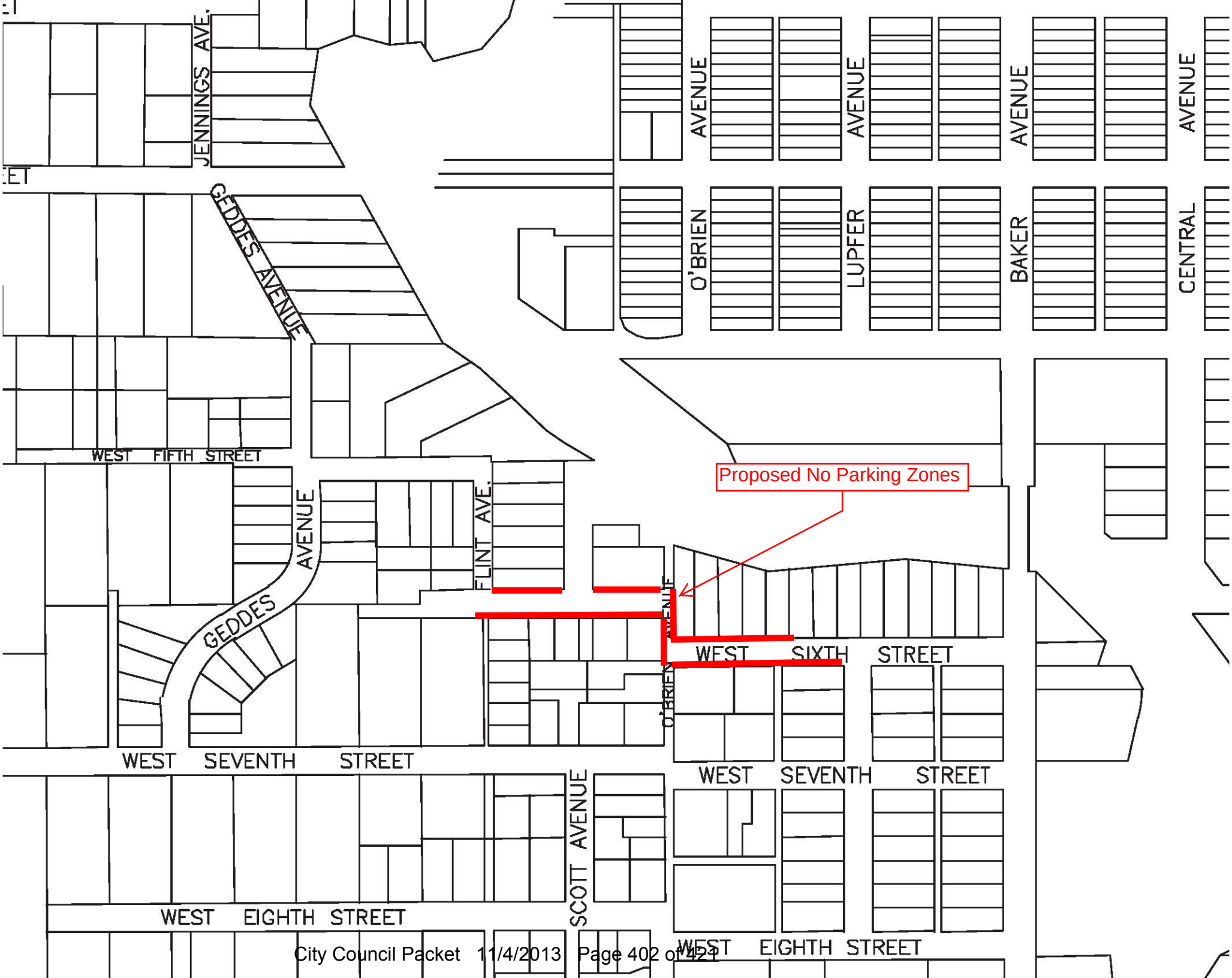
The cost to install the necessary No Parking signs along this portion of 6th Street and O'Brien Avenue is approximately $500. The work would be performed by the Public Works crews and the cost would be paid out of the Street Fund.

Recommendation

We respectfully recommend the City Council adopt the attached resolution to establish enforceable No Parking zones on portions of West 6th Street and O'Brien Avenue, as described.

Sincerely,

John C. Wilson
Public Works Director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WEST SEVENTH STREET
WEST SEVENTH STREET
SCOTT AVENUE
WEST EIGHTH STREET
WEST EIGHTH STREET

6-2-4: PROHIBITED AND RESTRICTED PARKING:

A. No Parking Zones: The following zones or areas are designated by the city council to be no parking zones wherein the parking of vehicles is prohibited except at the times and under the circumstances therein set forth. The city council may from time to time, on motion, create other and further no parking zones within the city. The no parking zones designated by the city council are as follows:

1. No automobile or vehicle shall be parked on the north side of Second Street, between Spokane Avenue and Kalispell Avenue; no automobile or vehicle except school buses when actually engaged in loading or unloading pupils shall be parked within a distance of one hundred feet (100') south of that part of the east side of Spokane Avenue extending from directly in front of the west entrance of the public school building, the distance of one hundred feet (100') shall be measured from the north side of the west entrance of the building and the area created shall be designated a no parking zone, and reserved exclusively for the use of school buses, loading and unloading pupils transported by such buses to and from the Whitefish public school; this no parking area shall not apply during the summer months when school is not in session.

2. All no parking zones must be either posted with a suitable sign or marked with a yellow curb. (Ord. A-85, 12-5-1955; amd. Ord. A-237, 6-4-1973; Ord. 86-15, 7-7-1986; Ord. 09-15, 9-21-2009)

B. Limited Parking Areas: The city council declares the following to be limited parking areas in which certain restrictions on parking are established, and it shall constitute a violation of this title for the owner or operator of any vehicle to violate the provisions hereof. The city council may, from time to time by motion, when it determines it advisable to do so, establish other and different limited parking areas within the city. The limited parking areas established which are in effect are as follows:

1. The area on the south side of Second Street extending from the northeast corner of the intersection of Second Street and Lupfer Avenue for a distance of fifty feet (50') from the fire hydrant located on the corner of the intersection is created a limited parking area and the parking of automobiles and other vehicles within said parking area hereby created for a period of more than twelve (12) minutes is forbidden and prohibited; provided, however, that parking within twelve feet (12') of said fire hydrant is expressly prohibited and forbidden.

2. The parking of trucks and commercial vehicles in excess of twenty feet (20') overall length is prohibited anywhere on Second Street between Spokane Avenue and Lupfer Avenue and also on Central Avenue between Railway Street and Fifth Street.

C. Two-Hour Parking: It is unlawful for any person to park any "vehicle", as defined in section 6-1-2 of this title, for more than or in excess of two (2) continuous or consecutive hours at any one time during the hours from eight o'clock (8:00) A.M. to six o'clock (6:00) P.M. in any one parking space on the following described streets within the city:

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P.O. Box 158 • Whitefish, MT 59937 • (406) 863-2400 • Fax: (406) 863-2419

October 23, 2013

Mayor Muhlfeld and City Councilors
City of Whitefish
Whitefish, Montana

Mayor Muhlfeld and Councilors

Recommendation to Award a Consultant Contract for the 2014 Whitefish Water Infrastructure Improvements Project

Introduction/History
The Public Works Department advertised a Request for Statements of Qualifications for the 2014 Water Infrastructure Improvements Project and received six responses. We interviewed and ranked the three finalists. This memo is to recommend the City Council award a Phase I consultant contract to WGM Group.

Current Report
The project will involve design and construction of approximately 3500 feet of water main replacement and full-width street repaving along:

- Somers Avenue, between 2nd Street and 8th Street, and
- Central Avenue from 3rd Street to a point south of 5th Street.

In addition to the water main improvements, the need for roadway and drainage improvements is a substantial driver for the work on Somers and Central Avenue.

The project will also include design and construction to replace a broken water main suspended from the Columbia Avenue bridge.

The scope of work under the proposed Phase I consultant design contract will include surveying and preliminary engineering design for water distribution, pavement and drainage improvements. Services for final engineering design, contract documents, bidding services and construction management would be the subject to an addendum to be negotiated with the results of preliminary design in hand.

Staff's goal is to design all 3 projects through the winter months and advertise for construction bids in the spring. We propose to begin work on Central Avenue as early as possible and complete construction before June 1st. Construction on the Columbia Avenue bridge would be scheduled for early summer to avoid conflicts with school traffic. Work on the first block of Somers Avenue could be scheduled for early July through Labor Day, with the remainder of Somers Avenue to be completed in phases, as funds become available over the next several years.

Financial Requirement

Staff has negotiated a scope of work for survey and preliminary engineering in an amount not to exceed $40,626. We will return to the City Council during the winter to add tasks and fees for final design and related work by addendum.

Recommendation

We respectfully recommend the City Council award a Phase I consultant contract to WGM Group for survey and preliminary engineering design on the 2014 Water Infrastructure Improvements Project in an amount not to exceed $40,626.

Sincerely,

John C. Wilson
Public Works Director

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P.O. Box 158 • Whitefish, MT 59937 • (406) 863-2400 • Fax: (406) 863-2419

October 23, 2013

Mayor Muhlfeld and City Councilors
City of Whitefish
Whitefish, Montana

Mayor Muhlfeld and Councilors

Recommendation to Award a Consultant Contract for the Birch Point and Miller Lift Station Project

Introduction/History

The Public Works Department advertised a Request for Statements of Qualifications for the Birch Point and Miller Lift Station Project and received six responses. We interviewed and ranked the three finalists. This memo is to recommend the City Council award a consultant contract to TD&H Engineering.

Current Report

The project goal is to replace the existing sewage pump station located at the east end of Birch Point Drive and install new auxiliary power generators at the Birch Point sewage pump station and the Miller (City Beach) sewage pump station, located north of Skyles Place and immediately east of the City Beach Park. We also need to improve access for maintenance vehicles at the Miller lift station.

The scope of work will include overall project management, surveying, engineering analysis and design, bidding services, construction management and coordination with private utility companies. The Birch Point lift station sits at the edge of Skye Park. TD&H is our design engineer for the Skye Park Bridge project. Their involvement with both jobs will enable close coordination and efficiencies in construction management, as well as possible task sharing between the two construction projects.

Staff's goal is to advertise for construction bids in the spring and construct the lift station improvements in the summer of 2014.

Financial Requirement

Staff has negotiated a scope of work for engineering design, preparation of construction contract documents and bidding services in an amount not to exceed $37,800. We will determine the needs for construction management services after the final design is complete and return to the City Council in the spring with a recommendation to add these services by amendment.

Recommendation

We respectfully recommend the City Council award a consultant contract to TD&H Engineering for engineering design and related services on the Birch Point and Miller Lift Station Project in an amount not to exceed $37,800.

Sincerely,

John C. Wilson
Public Works Director

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MANAGER REPORT

October 30, 2013

SOROPTIMIST PARK

The Parks and Recreation Department has completed the installation of new playground equipment in Soroptimist Park. A picture of the equipment is below. The total cost of the equipment was $64,250.00 and it was paid from the Resort Tax fund.

MEETINGS

Future City Hall Steering Committee (10/24) – The Committee met with the four finalist architectural firms for a discussion session about the priorities for a new City Hall, aspects of different orientation possibilities (2nd Street vs. Baker Avenue vs. a corner orientation), and to discuss aspects of the upcoming design competition. The summary pages given to the architects are included in with this packet.

Below is the upcoming schedule of events. The meetings and interviews on December 11th will be public meetings and Council members are invited to attend for some or all of the presentations and interviews. However, it will likely be most of the day and it will be held in the City Council Chambers.

1. November 8, 2013 - Deadline for architectural firms to submit questions about process, project, or submittals to me so that we can prepare answers to get out to all firms
2. November 14, 2013 – tentative date for Whitefish City Hall Committee to meet to prepare answers to questions
3. November 18-20th – answers to questions provided to architectural firms
4. Wednesday, December 11th – Tentative date for architectural firms to present designs – format will be ½ hour for presentation and 1 hour for questions on submittal and interview on other questions. This is a meeting open to the public. Architectural firms are expected to leave two 20 inch by 30 inch display boards of their design presentation and a thumb drive with all presentation materials. Please let me know if your firm has problems with this date.
5. TBD – Committee meets to formulate recommendation to the City Council of a firm to negotiate a contract with.

Chamber of Commerce 2020 Economic Development Priorities Meeting (10/24) – The Chamber of Commerce held a meeting on Thursday night to update their 2020 Economic Development priorities. There were about 20 members of the public present and they were divided into two working groups to come up with ideas for economic development priorities for the Chamber. Chamber Executive Director Kevin Gartland will organize these lists for the Chamber Board to review and establish their priorities.

UPCOMING SPECIAL EVENTS

REMINDERS

Monday, November 11th – Veteran's Day State holiday – City Hall is closed

Respectfully submitted,

Chuck Stearns
City Manager

List of ideas from the City Hall Ad Hoc Committee

The Committee met for a brain storming session and came up with a list of ideas that we felt were most important for the City Hall/Parking Structure.

We look forward to meeting with you to discuss the following list:

Project Management
Very important to us to have a strong team who can lead in project and construction management and who will follow through with a consolidated set of as-built drawings.

Maintenance
We are concerned with future maintenance and up keep of not only the City Hall building but the parking structure also and how to address that. Life cycle costing of some aspects is important.

Natural Light
It is important that the building have a lot of natural light and an airy open feeling.

Break of massing
We do not want the building to look like one uniform mass. This aspect is especially important where the parking structure is not masked by City Hall.

Entry-Open Concept
We would like to see an atrium front entry area with a lot of glass and outside landscaping that flows to the inside.

Materials
It is important to the Committee that the aesthetics of the building are of indigenous materials such as brick, stone and possibly timber frame.

Design
The Committee would like a timeless iconic building that is representative of not only old but also new Whitefish that will also be functional overtime.

Connectivity
The connectivity and convenience for flow with all departments, public and council throughout the building should make sense and have an easy free feeling. Also to help create an active street outside City Hall.

Exterior Structure
We would prefer no load bearing walls on interior for future expansion as needed.

Human Scale
We would like to see softer edges on the parking structure portion of the building.

Prepared by: John Muhlfeld and edited by the City Hall Committee

City Hall Fronting Highway 93	
Pros	**Cons**
Allows for more of an "iconic" city hall building	Parking structure less "masked" compared to Baker frontage. Leaves a long façade on Baker to break up.
North end of structure on 1st can be utilized for mixed retail / WCVB / Chamber	Prevents retail / mixed use from "wrapping" south end of structure
Allows for 3rd story council chambers setback 20' per code if greater than 35 ft in height	May be less effective in terms of "activating" intersection and drawing pedestrians to RR district – key goal of update to DMP
Floor plan more conducive / desirable for City Hall employees – More window space for employees	"Less lease revenue" to City
South facing orientation allows for passive solar gain and melting of sidewalks	Fewer short term parking spaces available (?) for city business (permits, paying bills etc). No on street parking space available.
Slightly closer to Central Avenue and retail core	More traffic and noise on E 2nd Street

City Hall Fronting Baker Avenue	
Pros	**Cons**
Maximizes / provides for up to 18 short term parking spaces for city business	Takes away from "iconic" City Hall building
North and south ends of structure available for mixed use including retail / CVB / Chamber	Floor plan less conducive for City employees – fewer windows, more cubicle-style atmosphere
More effectively masks the parking structure compared to 93 alternative	City Hall chambers on 3rd story not feasible (?)
More effectively "activates" 93 and 1st Street intersections – benefit to railway district as identified as primary goal in update to DMP	At least one employee said he/she doesn't want to work below parked cars.
Allows for "parking" stairwells and signage at the SE and NE corners of the structure – may be more effective at drawing in users	Possibly more limited opportunities for future expansion.
Might slightly increase connectivity to Railway District	Still some noise and traffic

City Hall Facing Intersection of Baker and East 2nd Street at angle with L Shaped wings along both Baker and 2nd Street	
Pros	**Cons**
City Hall Committee seemed intrigued and interested in this idea.	Not sure how this configuration would work with existing parking ramp layouts
Might combine good aspects of either of the other orientations while minimizing detrimental aspects?	
Possibly most iconic orientation?	
Good public access	
Expansion Possibilities?	

Data Gaps / Questions

1. Number of parking stalls provided for each alternative configuration?
2. Do the different configurations affect ramp design (grades/slopes)?
3. Cost-benefit analysis for each alternative (# spaces provide / cost / space etc.)
4. Construction sequencing/phasing – any benefits in terms of minimizing impact on City Hall functions
5. I want to better understand how the different configurations accommodate or limit landscaping and buffering along 93 and Baker Ave.
6. Don't let parking structure diminish employee environment.
7. Possibly consider mimicking original city hall archway entrance?

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Chuck Stearns

From: kevinmc [kevinmc@bresnan.net]
Sent: Thursday, October 17, 2013 3:05 PM
To: nlorang@cityofwhitefish.org
Cc: 'Bill Dial'; 'Chuck Stearns'; Matt Baldwin
Subject: WPD Performance
Attachments: barking_city_4_dial.pdf

Necile,

Though the attached letter is addressed to Chief Dial, I would like the Mayor and other council members to receive a copy. This is a follow-up to my previous letter, the most important part of which was more or less passed over by the council because Chief Dial was not present at that council meeting.

I have since received a communication from Chief Dial which reflects further on the issue and requires, I believe, the attention of the council.

Thank you,

Kevin McCready

Kevin McCready • 50 Idaho Ave. #23 • Whitefish, MT 59937-2291
October 17, 2013

Attn: Chief Dial
Whitefish Police Dept.
275 Flathead Ave.
Whitefish, Montana 59937

Chief Dial replied to an email I sent to Mr. McCready and which I had copied to Chief Dial. Chief Dial replied with a "Reply to all" email.

RE: Whitefish Police Department Performance

Chief Dial,

I am in receipt of your email response to Mr. Stearns which was copied to me. I include it here for reference.

> *Chief Dial's email response to Mr. Stearns*: Hi Chuck, this is the second or third time this man has accused us of not providing service to him. The last time was on fireworks, but he did not report it to dispatch, he sent a letter, so we have/had no immediate way of knowing he has a complaint. When we received his letter about the dogs, we did investigate and spoke with the dog owners and him. The only documentation we have in our logs was in 2010 when he complained about noise from his neighbors, not dogs or fireworks. His method of complaint is letters. He is a chronic complainer and we provide the appropriate services. Please pass this on to the council. Thanks Bill

You are correct that I have lodged numerous complaints over the past 3-4 years, most, initially, by phone. My complaints were made with good reason so characterizing me as a "chronic complainer" is a very shallow oversimplification of the facts. The issue at hand is not your opinion of me, but the inequitable and ineffective enforcement of city ordinances by the Whitefish police department and the unprofessional conduct I have experienced from some of your officers, which I take as a reflection of your attitudes and policies.

I live in a part of town where there are a lot of younger residents. This necessarily makes it more likely that I will encounter a higher incidence of poor, irresponsible, or unlawful behavior.

One of the reasons I chose my current residence was because the rental agreement has a clause which very explicitly prohibits a tenant or guest from any activity which disturbs another tenant. Soon after moving in it became apparent that many of the other tenants did not adhere to the terms of their rental agreement in this regard. This left me with four options when dealing with a neighbor's conduct.

My first option was to bring issues regarding other tenants to the attention of the property manager, who is the primary responsible party. The property manager has flatly refused to enforce the terms of the rental agreement, with one exception. My second option was to address the matter directly with the offending tenant(s)/neighbor. A couple of times this produced positive results but generally I've been told to "f--k-off old man." I did not and still do not feel it is my responsibility to manage the poor, irresponsible or unlawful behavior of my neighbors. My third option was to call the police, which I did, quite a few times. The response from the police has been very inconsistent, sometimes ineffective, occasionally insulting and too often unprofessional - by my definition. I can offer a few brief examples from both sides of the coin.

One of my immediate neighbors had a very large widescreen surround-sound stereo TV, which they listened to at such a high volume level it could be heard down the street. If I recall correctly I eventually had to call the police 4 or 5 separate times about this same neighbor. The first responding officer looked me straight in the eye and said, "Why don't you just deal with it!" The second responding officer said, "I told them that if it is loud enough to disturb a neighbor it is too loud." The third responding officer said, "Man that is loud, isn't it!" The fourth responding officer actually called me and tried to talk me out of making the complaint. I had to insinuate the potential for a serious deterioration of the situation before the officer finally, very angrily and unprofessionally, agreed to respond to the call. My blood pressure, figuratively speaking, went through the roof thanks to that officer. After the final response the neighbor moved. I can give a number of other examples of officer's responses but nearly all of them would have a negative element.

My fourth option is to interact with an offending neighbor in an adversarial manner. I find this very distasteful. You may notice that my contact with the police had diminished, until recently. This is due mainly to me exercising option four, which I found less objectionable than having to deal with the "attitude" I often encountered from the police. I am quite aware that the Whitefish police department views me as a nuisance. It is aggravating, stressful and very uncomfortable for me to have to deal with that glib attitude when addressing a complaint, in addition to the underlying issue which caused the complaint. So, the last two complaints have been in writing so hopefully I would not have to interact personally with anyone from the Whitefish police department.

Perhaps you feel it is reasonable to be deprived of sleep because of drunken neighbors outside my bedroom window, yelling and hollering at 3 a. m., 4 or 5 nights a week for months. Or perhaps you feel it is reasonable that a neighbor plays their TV or stereo so loud it can be heard a block or two away, depriving me of any semblance of peace and quiet. I do not treat my neighbors this way and I will not tolerate being treated this way by my neighbors. Would you tolerate this kind of behavior?

As to the fireworks: You are correct, I have never called to lodge a complaint about the fireworks. What would be the point? I have

seen very little evidence that the city has any intention of effectively enforcing this ordinance. This is based on the fact that the illegal fireworks continue unabated year after year. Also, I do give some consideration to the possibility that the police have more pressing matters to attend to during this time of year. I try to be reasonable.

I know that trying to force the public to do something they don't want to do, like obeying a fireworks ordinance, can be futile. But, knowing this does nothing to improve my situation or change my opinion. I believe more could and should be done to enforce the city's fireworks ordinance, and have so stated publicly in a general manner. I never said that the police failed to respond to a fireworks complaint from me. I did say I felt it would be a waste of time to call, based on my experiences with the police.

Unfortunately my experiences with the Whitefish police have not been very positive. I am a fairly well educated, mature, rational and responsible individual. I do not complain unless there is a legitimate reason to complain. As a citizen, when I lodge a complaint with the police I expect it to be addressed in a professional and effective manner. That is your job. I do not expect to be treated like a miscreant because I have the audacity to lodge a complaint about a neighbor violating the law.

The most recent complaints from me were about two neighbors, with four dogs between them, who violate the city's barking dog ordinance (Ord. A-397, 11-16-1981) on a daily basis not more than a hundred feet from my front door. This has been going on all summer and continues largely unimpeded, despite the involvement of the police. So, I voiced my concerns to the city council.

After my second complaint, which included video of the four dogs, the responding officer contacted me about 2:30 that Friday afternoon. He stated that he had made contact with a resident at 19 Washington Ave. and issued a second warning. The officer said he would likely issue a citation if I made another complaint, as if that would accomplish anything at this point. The officer stated he had not yet made contact with the second dog owner next door to 19 Washington Ave.

I arrived home about 5:30 p. m. that Friday and the dogs were out barking, incessantly, for more than 3 hours. Saturday was not too bad. Sunday I spent more than 6 hours listening to the dogs. The dogs have been out barking for over two hours as I write this.

A few days ago all four dogs were yapping. I poked my head out the door in time to see someone walk by the dogs into the yard and say, in a smartass manner, "You better be quiet or we'll get in trouble." Obviously the police made absolutely no lasting impression on these kids. The dogs continue to bark on a daily basis, some days worse than others, so the two warnings have had very little effect, which is not at all surprising. If a citation had been issued the first time, instead of a warning, perhaps the dog owners would have paid attention and I would not still be being disturbed daily and dealing with this matter.

I would ask you why I am still listening to these four dogs barking every day, in violation of the city ordinance, if your department is providing "the appropriate services" alluded to in your email. How many times does a citizen have to lodge a complaint before it is effectively addressed? I think once should be sufficient. I would also ask why an individual (me) who unintentionally violates a city ordinance one time (exceeding the parking limit in a half-empty library lot) is cited while others, like these dog owners, who intentionally violate a city ordinance, repeatedly, are issued only a warning - not once but twice. Is that equitable enforcement?

As I have gotten older and experienced more health issues I have certainly become less tolerant of other people's poor, irresponsible and often unlawful behavior, especially when that behavior has such a negative impact on my quality of life. I would like to be left alone to live my life and attend to what I need to accomplish in the next few years. I have a great deal to do and I do not have time to waste on this kind of persistent nonsense.

I find your cavalier attitude and mostly inaccurate comments to be defamatory, offensive and unprofessional. You may think this is some kind of trivial joke, but I can assure you it is not. This is about my quality of life and I do not apologize for pursuing fair and reasonable treatment. I hope that is plain enough for you.

Now, would you like to *enforce* the city's ordinance governing barking dogs? In case you are unfamiliar with the ordinance here it is:

> ANIMAL NUISANCES:
>
> A. Barking Dogs: It is unlawful for any person to own, keep or harbor any dog, male or female, which by loud, frequent barking, howling, nipping or yelping; or by trespassing upon the property of another, or which by any other manner or way causes annoyance or disturbance to any person in this city. (Ord. A-397, 11-16-1981)

A concerned citizen,

Kevin McCready

Kevin McCready

cc: Mr. Stearns, Mayor Muhlfeld, City Councilmen

Chuck Stearns

From: Bill [bdialw1@bresnan.net]
Sent: Friday, October 18, 2013 11:49 AM
To: kevinmc
Cc: nlorang@cityofwhitefish.org; 'Chuck Stearns'; Matt Baldwin
Subject: Re: WPD Performance

Thanks for your letter. I will be happy to discuss your concerns at a time mutually agreeable to both of us. We have extensive documentation of the services provided to all citizens. The issue at hand is the method you utilize to lodge your complaints and the resources we have to respond in a timely manner.
A letter about barking dogs or fireworks delays and inhibits our ability to investigate. Your best recourse is to Immediately contact dispatch and document for us times, dates, offender and exactly what happened. That is what community policing involves. Please contact me and I will be happy to meet with you. Biil Dial

Sent from my Verizon Wireless 4G LTE DROID

kevinmc <kevinmc@bresnan.net> wrote:

Necile,

Though the attached letter is addressed to Chief Dial, I would like the Mayor and other council members to receive a copy. This is a follow-up to my previous letter, the most important part of which was more or less passed over by the council because Chief Dial was not present at that council meeting.

I have since received a communication from Chief Dial which reflects further on the issue and requires, I believe, the attention of the council.

Thank you,

Kevin McCready

received
10-28-13

October 26, 2013

Whitefish City Hall
418 2nd Street
P.O. Box 158
Whitefish, MT 59937

Dear Whitefish City Hall,
I am writing in regard to the Hwy 93 new construction located at Ramsey and Parkhill Drive in Whitefish, MT.
I am not in favor of having a median placed at the Signature Plaza complex.
This will create an increase amount of traffic to use Parkhill Drive which is not suitable for massive traffic.
I truly hope you will consider a "left turn lane" but omit the median which is in the proposed plan.
Thank you,

Deborah Mallams
300 Parkhill Drive
Whitefish, MT 59937