

**Architectural Review Standards**  
**Ordinance 09-13; Adopted August 17, 2009**  
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## **VISION STATEMENT/PREAMBLE**

The City of Whitefish is a unique and wonderful place. Beginning as a blue-collar railroad and logging town, it has achieved an additional identity as a resort destination with world-class skiing, fishing, golf, and proximity to Glacier National Park. It is a town with a rich character and heritage in its historic buildings, neighborhoods, its people and stories.

Moving into the future, we intend to continue developing a community that encourages interaction, involvement and vitality among its people. To maintain Whitefish's character and to respond to the current challenges of rapid growth we must focus our efforts toward good planning and design.

This will result in a community that preserves its diversity, welcomes visitors, and respects the physical environment that is so important to those who love Whitefish.

## Chapter 1 INTRODUCTION

### **Why have design standards?**

This document presents Architectural Design Standards for building in Whitefish. They are based on a commitment to preserving the City's historic character and heritage through high quality design of new buildings.

The purpose of this document is to inform property owners about the city's design policies. Understanding these policies will help owners in making decisions about their buildings by focusing on the principles of urban design which promote an environment scaled to pedestrians, while maintaining cohesive neighborhood identity and respecting the unique qualities of Whitefish.

### **Topics Covered:**

- Application and Review Process
- Site Planning
- Landscaping
- Parking
- Lighting Design
- Required Architectural Building Design Elements

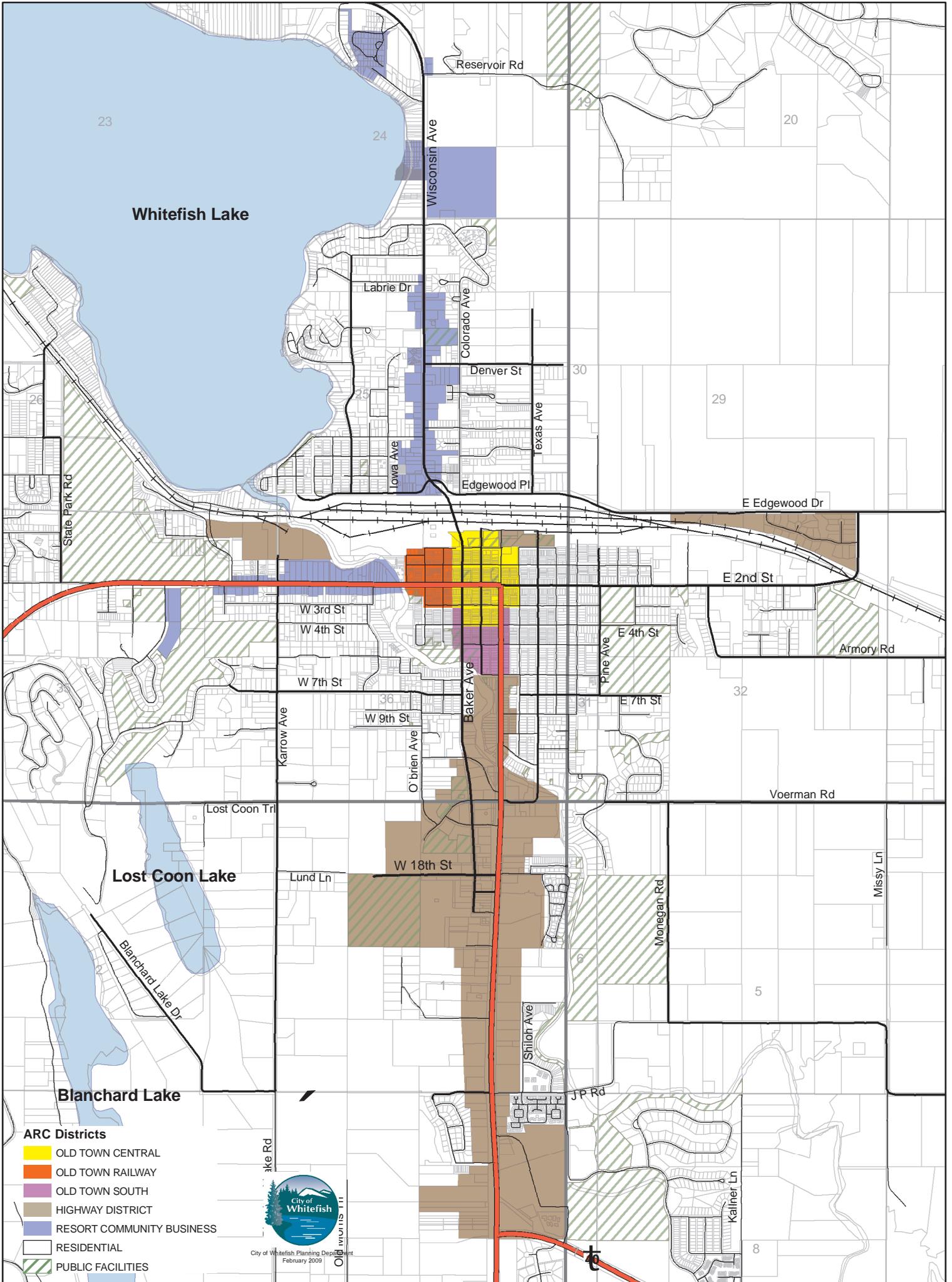
### **Design Districts**

The Architectural Review Standards divide the Whitefish Planning Jurisdiction into four different Design Districts, which are identified by the unique characteristics found within each district. The boundaries of the districts are either streets or natural features, such as the river or lake.

- Highway District (Highway 93 South, Highway 40 and areas zoned Industrial)
- Old Town Districts: Central, South, Railway
- Resort Community Business District (Wisconsin Avenue and Highway 93 North)
- Residential District (Duplex and Larger)

Public/Institutional facilities are located within all of the above design districts. It is expected that new public facilities will fit into the design district with which they are located.

# City of Whitefish Architectural Design Districts



## Chapter 2 **APPLICATION AND REVIEW PROCESS**

### **2.1 Introduction**

The Architectural Design Standards are adopted by ordinance and have the same force of law as the City of Whitefish Zoning Regulations. The Standards contain both broader objectives and more specific architectural lighting guidelines than the zoning regulations.

Although the Standards are more than merely advisory, they also allow room for consideration of design proposals not found within the Standards. Each project is different. Therefore, some standards might be emphasized while others are de-emphasized, but no standard will be overlooked.

The objective of the Standards is to encourage quality building and development to enhance both the natural and built environments in Whitefish.

### **2.2 Become Familiar with City of Whitefish Regulations and other Plans**

In addition to these Standards, other ordinances and plans adopted by the City of Whitefish may also influence the design and approval of your project. Carefully review all available written materials before starting your planning process.

The other ordinances and plans to review are:

- City of Whitefish Zoning Regulations, including the:
  - Sign Ordinance
  - Landscaping Regulations
  - Parking Standards
  - Outdoor Lighting Standards
- Whitefish, Blanchard and Lost Coon Lakes and Lakeshore Protection Regulations (When working within 20-feet of the high-water of these lakes)
- Whitefish Downtown Business District Master Plan
- Whitefish City-County Growth Policy

### **2.3 Scope**

The Architectural Standards apply to construction of all new buildings, including residences constructed in a commercial district, except detached single family units within the City of Whitefish zoning jurisdiction. In addition, with regard to all applicable buildings, any additions or exterior modifications or alterations will invoke compliance with the Standards for altered components. The zoning administrator or designee may waive this requirement if it is determined that the modification is insignificant and inconsequential to the purpose and intent of the architectural review standards. Finally, any resumption of use after abandonment (See Chapter 11-7-9B of the Whitefish Zoning Ordinance) will require compliance with the Standards.

In cases where the City Council has reviewed building design through the Conditional Use Permit or Planned Unit Development Process, the City Council approval is not a final architectural review approval, but an approval of the conceptual plans. Final architectural review shall be required from the Architectural Review Committee prior to submitting a building permit application.

## **2.4 How These Standards Are Organized**

The standards are organized by Design District, described in Chapter 1. Within each chapter, the developer of a project will find standards covering a broad range of topics from site design, which includes the site, landscaping, parking and outdoor lighting to building design, which covers scale, relationship to neighborhood, shape and form and exterior materials and colors. In addition, there are standards for 'big box stores in the Highway District and Formula Retail standards.

Each chapter will start with a description of the Design District, its location and character. A goal for the District's evolution will be provided, followed by overarching principals and more specific standards. In addition, photos and/or drawing will be provided as examples of how the various standards can be met.

Terms considered to be mandatory, including but not limited to "shall" and "must," when used in connection with design elements, may in the discretion of the Architectural Review Committee be interpreted as guidelines, if the unique features of a particular application render it in the best interest of the City of Whitefish to do so. In such a case, in granting approval of an application, the Committee shall adopt specific findings justifying such interpretation.

## **2.5 Architectural Review Committee**

The Architectural Review Committee ("the Committee") shall consist of seven (7) members. The specific make-up of the Architectural Committee is provided for in Whitefish City Code Subsection 2-10-3.A.

## **2.6 Utilization of Design Professionals**

The Whitefish Building Department requires certain projects to have an architect's stamp on the plans. These projects include commercial, industrial and multi-family (4-plex and up). An architect shall be involved in the Architectural Review process for these types of projects.

These Standards, the Committee and/or the City Planning staff are not intended to take the place of professional assistance. Property owners are strongly encouraged to engage licensed professionals such as architects, engineers, landscape architects, etc. at the beginning of the review process. Design

professionals will facilitate an efficient review process and often will save the owner time and money.

You are about to invest in your property and community – use of design professionals will help you invest wisely.

## **2.7 Project Review**

### 2.7.1. Informal Advice and Direction

An individual considering a development activity within the City of Whitefish zoning jurisdiction may consult with City planning staff for informal advice and direction. Such discussion shall be treated as *advisory only* and any advice given is intended as guidance and is not binding upon the Committee or City of Whitefish. City staff may perform an informal review if an individual submits materials such as plans, a narrative description of the project, etc. The more detail provided about the project the more guidance can be given.

### 2.7.2. Pre-Application Meeting with the Architectural Review Committee.

The Committee highly recommends proponents of commercial, industrial, public and multi-family (greater than a 4-plex) attend a pre-application meeting with the Committee prior to a formal application (Subsection 2.7.3.). Other projects have the option of attending a pre-application meeting or, if planning staff considers the project significant, may require attendance of a pre-application. The Committee will not approve a project at a pre-application meeting, but will discuss broad issues such as mass, scale, size height and neighborhood context.

Conceptual building elevations, along with an application, shall be filed according to Section 2.7.4. Other supporting materials for the application are not required for a pre-application meeting. Depending upon the complexity of the project, the Committee may follow-up with more formal written comments after the meeting.

### 2.7.3. Formal Application

A formal application consists of a completed Architectural Review Application along with the applicable supplemental application, supporting materials and associated fee. A minimum scale of one-eighth is required.

Supporting materials shall include:

- Site plan,
- Vicinity map,
- Landscaping concept plan,

- Signage concept plan,
- Parking plan,
- Elevations,
- Schematic floor plans,
- Detailed architectural drawings showing building materials,
- Details of exterior lighting, windows, doors and any exterior features. Samples or details of all materials proposed for the exterior of the building, including color chips, are required.
- A model, 3-D rendering or perspective drawing
- A contextual analysis of how the building relates to the neighborhood. This could include photos, site sections, or other visual details.
- The applicant is encouraged to bring anything that might explain the building and support the design concept.

The more detail and materials provided in support of an application, the greater likelihood of a quicker and smoother decision-making process. Incomplete applications may be delayed until the next meeting to collect omitted material.

#### 2.7.4. Submittal Deadline for Formal Application or Pre-Application meeting

The applicant shall submit a completed application packet to the Whitefish Planning & Building Department no less than 14 days prior to the regularly scheduled meeting of the Committee. The applicant shall submit eight copies of the application and supporting materials. Material samples may be brought to the meeting.

#### 2.7.5. Committee Review

The Committee will review each project based on the adopted standards using the following Project Review Checklist:

- a. Design Fundamentals. Design fundamentals include issues surrounding the basic requirements within the Standards, such as which area of town the project is located in, is the project proposing a garage forward design, does the project contain more than one multi-family structure, etc.
- b. Broad Design Issues. Broad design issues include mass, scale, size, height, neighborhood context, etc.
- c. Design Details
- d. Materials
- e. Colors
- f. Lighting
- g. Site Plan
- h. Accessories

The purpose of the Project Review Checklist is to look at projects starting from the broader design standards down to the smaller details. If the Committee finds items in one category are not met, discussion in the next category may not be discussed until the larger issues can be resolved to the satisfaction of the Committee.

The Committee will come to one of the following decisions at the time of the meeting:

- Approval,
- Table, pending submission of revisions or additional materials detailed at the meeting, or
- Denial

The Committee's written decisions will follow within ten business days of the decision along with findings of fact supporting the decision.

## **2.8 Expiration**

Once a project receives Architectural Review approval, it shall be valid for 18 months. A building permit shall be submitted to the City before the expiration date. The zoning administrator may grant one 6-month extension provided the applicant can demonstrate progress is being made on the project.

## **2.9 Re-Submittal of Application**

Minor amendments to an approved plan shall be scheduled before the Architectural Review Committee. No additional fee shall be required for this review. The applicant shall be notified of the Committee's decision at the meeting and in writing after the meeting. A minor amendment is a cosmetic or aesthetic change including, but not limited to, color and material changes.

Major amendments to an approved plan, as determined by the Planning Director or designee, shall be required to re-submit pursuant to Section 2.7.3. and pay a new review fee. A major amendment is a significant change including, but not limited to, a change to the site plan, the building footprint, the mass or scale of the structure.

## **2.10 Right of Appeal**

Within thirty (30) days of the Committee's issuance of its written decision, the applicant may appeal that decision. An appeal must be in writing and submitted to the Whitefish City Council care of the Whitefish Planning Director or designee.

The appeal must itemize each part of the Committee's decision the applicant disagrees with, and provide a factual and/or legal basis for each contention.

The Whitefish City Council will consider any formal appeal within 30 days of receipt at the Whitefish Planning & Building Department. No building permit will be issued pending any appeal. Final Committee action will occur after the City Council makes its decision on the appeal, or after any reconsideration necessitated by that decision.

## **Chapter 3:** **HIGHWAY DISTRICT**

The Highway District is located along Highways 93 South from the Whitefish River to the intersection with Montana Highway 40 and is zoned WB-2: Secondary Business District, WI: Industrial and Warehousing District and WB-4: Business Park District. This area is the gateway into Whitefish. The character of this area is retail, office and light industrial uses on large lots. This area has evolved into an area predominately serving the automobile while providing limited opportunities for users of other modes of transportation such as bicyclists and pedestrians. This area typically has a need for large display, storage and/or parking areas. Areas zoned for Industrial uses and properties located at the intersection of Dillon/Conn Roads and Highway 40 within the Whitefish Planning jurisdiction will be reviewed under this design district section.

Goal: The Highway District will continue to develop as an area with larger retail and services geared toward the day-to-day needs of residents and visitors of Whitefish. In addition to automobiles, sites within this area will take into consideration pedestrians and bicyclists. Sites will have significant landscaping to bring balance to larger buildings and parking areas of this district. The scale of buildings may be larger than those found in other areas of the community, but will continue to reflect a small town scale.

- The Highway District is the first impression many people have of our community. Site design should include inviting features such as boulevards and well-dispersed landscaping throughout parking areas.
- Create a soft welcoming entry into our city and minimize parking lot impacts. Try to design commercial development into village-type units limiting the vast expanse of unbroken facades. The use of green belts and vegetation should be used to soften these environments.
- The site design should work to buffer parking lots from neighboring properties; earth berms and hedges are useful tools in achieving this goal.

### **3.1 Site Design Standards**

3.1.1 The layout of the site must consider pedestrians and bicyclists, as well as automobile traffic.

Consider how a pedestrian or a bicyclist would access your proposed site. Mixing nonmotorized transportation in the same spaces as automobile traffic can be a very unpleasant experience for both pedestrians and bicyclists. Consider alternate and/or separate routes into your development that clearly define the pedestrian area versus areas for vehicles.

3.1.2. Minimize the dominance of parking surfaces and structures.

Use green spaces to soften the “sea of asphalt” which often dominates commercial “strip” development. A close review of the city’s landscaping ordinance is highly recommended. Consider building orientation and its relationship to the site as a whole.

3.1.3. All new development must invite pedestrian access.

Thoughtful site layout and the use of “green open space” should be considered in all site planning. The front door/main entrance to a development must be easy to identify to the pedestrian. This may include providing a direct access from a public sidewalk to the front entrance.

3.1.4. Make site more appealing to pedestrian and bicycle traffic and use.

Thoughtful application of design principles and space planning can make a site more pleasant to view, and a better safer place to be. The use of courtyards, decks, traditional front porches and bicycle amenities are design tools that can be used to accomplish this goal.

3.1.5. Fencing should be of a natural material. The use of chain link and vinyl should be avoided but may be considered by the Committee.

3.1.6. Site design must consider the seasonal nature of the Whitefish climate allowing for summer enjoyment and snow storage in the winter.

3.1.7. Promote safe ingress and egress

Consolidate site access to public rights-of-way to reduce congestion and the need for endless stoplights. The city seeks to promote shared access where possible.

Provide cross-property easements to share driveways and reduce the need for additional curb cuts, when feasible.

### **3.2 Design Standards for Landscaping**

Goal: Considerable investment has occurred along Highway 93 South to create an entrance into our community. It is expected those developing property in these areas will recognize this investment and meet or exceed this landscaping standard. Thoughtfully designed landscaping will contribute to a pleasing character for the development and Whitefish. Landscaping should not be used just as a visual screen but should also encourage a sense of place and connection to the environment.

Standards:

3.2.1. Preserve and maintain mature trees and existing vegetation as much as practical.

3.2.2. The thoughtful selection of appropriate vegetation and landscaping materials.

The designer should carefully select hardy vegetation and material that can survive our harsh climate. These plants should also accentuate the natural beauty of our community.

3.2.3. Landscaped areas must be planned as an integral part of the project, rather than simply located in the left over spaces on the site.

3.2.4. Landscaping should complement the architecture of the project and adjacent buildings.

3.2.5. Landscaping (along with the location of the building) should soften the appearance of the site as seen from the roadway.

3.2.6. It is beneficial and attractive to incorporate outside seating areas in the landscaping plan.

3.2.7. In a landscape plan, attention should be paid to the plant material's color and texture to create unity on the site. Simple masses of material with one predominant species provide unity, while accent plantings provide attractive contrasts.

3.2.8. Species should be planted which are suitable to the size of their space they will occupy when they have achieved their full growth.

3.2.9. Be mindful of the change of seasons so plantings, as a group, remain attractive throughout the year, providing evergreen in winter, and color in other seasons.

3.2.10. Plazas and malls should be planted to reflect an informal place suited to pedestrian scale. Variety and color are encouraged.

3.2.11. Landscaping and sight obscuring fencings shall be used to screen equipment, refuse areas and storage areas it is better to mass plant material in groups rather than locate them in a straight line which tends to look unnatural, except when required to provide a landscape buffer as defined in the Whitefish Landscape Ordinance.

3.2.12. Landscaping depicted on renderings/perspectives should be a realistic interpretation of what will be installed at the time of planting.

3.2.13. The final landscape, irrigation and tree preservation techniques shall be reviewed and approved by staff prior to issuance of a building permit.

*Note: See Whitefish Zoning Regulations for the Landscaping requirements.*

### **3.3. Design Standards for Off-Street Parking**

Goal: Parking lots in Whitefish will be designed as a necessary appurtenance of a site and not the primary visual emphasis.

Standards:

3.3.1. The use of large parking lots as the primary feature at the entrances of business is strongly discouraged.

3.3.2. Parking shall be distributed throughout the site with a preference for parking to the side and rear of the building. Parking lot design should consider a southern aspect to reduce the accumulation of ice during the winter and allow for natural melting.

3.3.3. Parking lots shall be designed to consider all users and not only automobiles.

3.3.4. The use of side streets for the primary entrance is recommended to promote safe ingress and egress, and to prevent the location of parking lots along the primary traffic artery. Provide cross-property easements to share driveways and reduce the need for additional curb cuts, when feasible. At a minimum, a pedestrian connection between parking lots between developments should be explored.

3.3.5. Parking areas shall be designed to minimize the lot's visual impact, thus creating an architectural form instead of a wasteland.

3.3.6. Parking structures built below grade are less obvious to passers-by, and are easier to screen with landscaping, therefore are desirable.

3.3.7. Soften large parking areas with landscaping and pedestrian friendly feature.

3.3.8. The amount of unrelieved pavement on parking lots shall be limited by such methods as: using landscaping, contrasting colors, pathways of alternate paving material.

3.3.9. Landscaping treatments of parking lots should include trees both on the perimeter and interior of the lots.

3.3.10. Trees in parking lots should be protected from vehicle damage by concrete curbing or other effective means.

*Note: See Whitefish Zoning Regulations for the Off-Street Parking requirements.*

### **3.4. Design Standards for Exterior Lighting**

Although there are many needs for lighting in our built environments, obtrusive aspects of lighting often extend well beyond the boundaries of the area in which the lighting is installed and intended for use. These obtrusive aspects, such as glare, light trespass, energy waste and sky glow, can have serious consequences for the public health, safety, and welfare. They can be effectively controlled or eliminated with carefully considered attention to design, installation, and use.

Goal: To provide thoughtfully designed outdoor lighting adequate to promote safety and security.

Standards:

3.4.1. All outdoor lighting must be carefully designed to light only the area needed for reasonable levels of safety and security. Seek to eliminate as much outdoor lighting as possible.

3.4.2. Light placement shall avoid placing glare on neighboring properties. Every attempt should be made to consider the impacts the additional lighting will have on the surrounding environment

3.4.3. Where appropriate, the use of ground lighting should be considered. Try to consolidate exterior lighting and minimize the height and projection of the lamps where possible.

3.4.4. Architectural/Building Lighting

- a) Exterior lighting shall be architecturally integrated with the building style, material and colors.
- b) Exterior lighting may be mounted flush or projected from the building wall.

3.4.5. Site Lighting

- a) The design of the site lighting should compliment the architectural features of the building. Consider the use of the standard city street lights; however, the use of other lights may be considered by the Committee.
- b) Fixture mounting height should be appropriate for the project and the setting. Use of low, bollard-type fixtures, 3-4 feet in height are encouraged as pedestrian area lighting.
- c) Raised light pole bases shall be attractively designed and well detailed to be compatible with the overall project. The use of "sonotube" (exposed

concrete) type concrete pole bases is discouraged. These foundations, if used, need to be treated in some fashion to cover the exposed concrete.

- d) The placement of light poles within raised curb planter areas is encouraged, but conflicts with parking lot trees which can obscure the lighting should be avoided
- e) Swivel-mounted luminaries are prohibited.

*Note: See Whitefish Zoning Regulations for the Outdoor Lighting Standards.*

### **Building Design Standards**

All building designs should be a positive complimentary enhancement to the existing architecture, quality of life and character of the Whitefish community and particularly the Highway District. The positive enhancement should be reflected in the design elements of the project. These design elements are both aesthetic and practical and shall include: 1) scale, character and relationship to surrounding neighborhood 2) shape and form; and 3) exterior materials. Buildings greater than 15,000 square feet, due to their massiveness, have additional design standards found in Section 3.8. Also, businesses considered formula retail (also know as franchise businesses) may not use their traditional building design or color scheme. See Section 3.9 for these standards.

#### **3.5 Scale and Relationship to Surroundings**

- 3.5.1. All buildings must have a scale in size, height and mass that relates to the surrounding buildings and adjacent commercial development.
- 3.5.2. The size, height and mass must not detract from, conflict with or overwhelm the surrounding neighbors.
- 3.5.3. Distance from other structures and features will be considered in reviewing scale. EXAMPLE: The WAVE works well at its location; however, if it were on a lot next to Taco John's, it would be too overwhelming.
- 3.5.4. Building site placement and size should minimize obstruction of views to mountains, rivers, and lake.

#### **3.6 Shape and Form**

All buildings shall have a shape and form regarding rooflines and massing that relates to the surrounding buildings and neighborhood. Rooflines should be pitched, pitched with false fronts, flat, flat with false fronts, and shed with false fronts, hipped, gable or gambrel.

- 3.6.1. All remote mechanical and electrical equipment (condensers, chillers, intake/exhaust fans, cabinets, etc.) regardless of horsepower, must be enclosed

within sound absorptive walls, as permitted by code. These areas shall be located and screened so the visual and acoustic impacts of these functions are fully contained and out of view. Enclosures shall be reviewed by the Committee where applicable and the acoustic design will be reviewed and approved at the time of plans exam by the Building Department.

- 3.6.2. Buildings in this area are unique as they are set back a minimum of 20 feet from the property line. These buildings are on larger lots than downtown, and usually require large display or parking areas. Because of these conditions, these buildings are usually larger than those of downtown. In order to maintain an aesthetic quality that is compatible with Whitefish, structures must be designed to minimize the massing of the building. This can be accomplished by breaking up large expansive walls and rooflines by adding dormers, recessed wall lines and varied roof heights.
- 3.6.3. Upper story windows should maintain the same vertical characteristic as downtown.
- 3.6.4. Store fronts must be aesthetically pleasing with covered entryways, walkways, outdoor courtyards and sitting areas.
- 3.6.5. Buildings must have roof designs that do not cause snow or drainage problems for themselves or adjacent buildings and sites.
- 3.6.6. When the backsides of buildings face a street (as in Baker St.) they must be aesthetically developed. Large blank walls with no detail are not acceptable.
- 3.6.7. Upper story balconies are encouraged.

### **3.7 Exterior Materials (color and texture)**

- 3.7.1. Exterior finish building materials shall be of a nature in color and texture that is complimentary with the structures within each building district. They shall not clash, detract or conflict with adjacent architecture.
- 3.7.2. Acceptable exterior cladding materials should include standard sized brick, 1x4, 1x6 or 1x8 horizontal natural wood siding, sawn shingles, 1x6 or 1x8 vertical channel natural siding, 1x8 to 1x12 vertical board and batten natural wood siding with 1x2 batts, natural stone veneers, and stucco with wood trim.
- 3.7.3. Wood shingles, vertical wood siding and boards with batts are acceptable in gables and upper portions of walls.
- 3.7.4. Exposed plain concrete block or vinyl cladding are not allowed. Metal siding, composite siding and stone panels are discouraged but may be used at the discretion of the Committee.

3.7.5. Acceptable roofing materials shall be sawn wood shingles, asphalt composition shingles, metal, or appropriate flat roofing.

3.7.6. Roofing shall be of colors that compliment neighboring structures.

3.7.7. Mirrored and tinted glazing is discouraged. The tinting of Low-E glass is acceptable.

3.7.8. Exterior classic details and elements such as brackets, cornices, window trim, and wall corner boards are encouraged.

### **3.8 COMMERCIAL DESIGN STANDARDS FOR BUILDINGS 15,000 SQUARE FEET OR GREATER**

As Whitefish is generally characterized by buildings small in scale; therefore, buildings with a footprint of 15,000 square feet or greater require an extra level of review to ensure they fit into the community. Additional site and design components will be required as part of the overall design of the site.

#### 3.8.1. Site Design Standards

- a) Landscaping. The parking lot landscaping requirements shall be twice the amount required under Section 11-6-5 of the Whitefish City Code.
- b) Pedestrian and Bicycle Amenities.

##### *Pedestrian Lanes Required*

Walkways shall be integrated into the design of the site. The location of the walkways shall maximize the ability of a pedestrian to safely maneuver through the parking lot by serving the greatest number of parking spaces and walking to adjacent land uses. Their location shall consider adjoining properties, and the location of transit/Snow Bus stops. At a minimum, the pedestrian lane shall connect the building with the parking lot and the street.

Connections shall be separated from the parking lots and drive aisles by grade, landscaping or other techniques and shall be a minimum of six feet wide. Such connections shall continue across driving lanes by use of a material other than asphalt. Acceptable material choices include concrete, colored concrete with textures imbedded into the concrete. Painted stripes are not an acceptable material.

Every parking lot shall have at least one pedestrian lane. Additional pedestrian lanes shall be provided at a ratio of one lane per four rows of parking.

*Bicycle Parking Required.*

A bicycle rack shall be provided with a minimum of four parking stalls. Bicycle facilities should be shared among adjoining establishments. Bicycle racks which only support a bicycle front or rear wheel are not permitted. The rack shall be securely mounted to the ground and covered. Bicycle parking spaces should be two feet by six feet with no less than a seven foot overhead and a five foot maneuvering aisle behind each row of bicycle parking. A bicycle parking area should be separated from a motor vehicle parking area by a barrier, post or bollard, or by at least five feet of open space behind the maneuvering area. Bicycle facilities should be located no further from a public entrance than the nearest non-handicapped parking stall. If public bicycle parking is not clearly visible from the main entrance then directional signs should be provided.

- c) Transit/Snow Bus Stops. If a transit/Snow Bus stop is located on the site or if there are plans to permanently establish a stop on the site (contact the Whitefish Mountain Resort), the following standards shall be designed into the site:
- i) The plaza for the stop shall be sized to accommodate pedestrians using the sidewalk as well as those waiting for the bus and the required amenities. The plaza shall be no smaller than 200 square feet and shall be designed in contrasting materials.
  - ii) Seating for a minimum of three people shall be incorporated into the plaza. More seating may be needed based on the usage of the stop. A place for ski equipment to be secured shall be incorporated into the design of the plaza.
  - iii) Each plaza shall include a refuse container.
  - iv) Each plaza shall incorporate a shelter for skiers. The shelter shall be installed and paid for by the developer. The shelter design will be determined by the City.
  - v) Dark sky compliant lighting shall be incorporated into the transit/Snow Bus stop.
  - vi) Transit/Snow Bus stops shall have a pedestrian connection to the main building on-site either through a sidewalk adjacent to a right-of-way or through a separated pedestrian lane.
  - vii) Maintenance of the plaza shall be the responsibility of the property owner(s).
- d) Service, Loading, and Refuse Areas. Service, loading and refuse areas are a required component of any building, but can severely detract from the design of the building and the pedestrian experience. Service and

loading areas shall not be located between the building and the street unless there is no possible alternative location. Refuse shall not be located between the front of the building and the street. In no instance shall refuse and service/loading areas be located adjacent to residentially zoned areas.

Screening of refuse containers and service areas from public view shall be required in the form of dense landscaping and/or walls constructed of a complementary color and material to the main building and shall be no less than six feet tall.

3.8.2. Building Design. Avoid flat walls through building modulation to reduce the mass and bulk of the structure. This can be achieved by utilizing the following:

- Building setbacks on upper floor levels;
  - Corners shall have special massing and architectural treatment;
  - Building ornamentation;
  - Varying roof lines, pitches, and shapes;
  - Vertical modulation to break down the scale of large one-story;
  - Overhangs, awnings and marquees;
  - Dormers, balconies, porches, staircases; and/or
  - Window and door fenestration.
- a) Building Equipment. Building equipment located on the top or sides of buildings shall be completely screened from view.
- b) Blank Wall Limitation. In order to reduce blank wall impacts on the pedestrian and business environment, buildings shall employ a cohesive design strategy to mitigate their appearance every forty feet. These items may include, but are not limited to: recessed walls, projections, reveals, projecting ribs, windows, display cases, landscaping, trellises, or other architectural features.

Secondary walls more than fifteen feet in length without windows, entry, architectural features or modulations shall not face any street (public or private), alley or parking lot.

- c) Materials. Use of aesthetically pleasing and compatible materials and colors. This could include brick, wood, sandstone, other native stone and tinted, textured concrete masonry units. Prohibited materials include: smooth faced concrete block, concrete tilt-up and prefabricated steel panels.

- d) Entryways. Careful consideration shall be given to the design of the entryway. Features to incorporate may include canopies or porticoes, overhangs, recesses or projections; arcades, peaked roof forms; display windows and integral planters.
- e) Buildings on Corners. Buildings on corners shall be located as close to the right-of-way as possible in order to frame the street. Special architectural elements shall be incorporated to accentuate the building's prominent location.

### **3.9 Formula Retail Design Standards**

Commercial uses meeting the zoning definition of 'formula retail' (also known as franchise retail uses) are expected to minimize generic and corporate images, but instead express the architectural elements and forms that best express the values and heritage of the community.

3.9.1. Formula retail shall not use standard building shapes, forms and rooflines are not allowed.

3.9.2. Formula retail color schemes are not acceptable.

## Chapter 4 OLD TOWN DISTRICT

The Old Town District is the main downtown area of Whitefish and is zoned WB-3: General Business District. This area is the center of financial, retail, commercial, governmental, professional, institutional and cultural activities for the community. The character of the area is retail, professional office and residential uses. This area is also the focus of the *Downtown Business Master Plan*, which reinforces the downtown as the center of the community and identifies certain public and private investments in order to maintain the strength of the downtown. The intent of the Old Town District is to blend the existing historical feel of the area with new small professional office space and light retail. In order to maintain the sense of the area as a small community within a community the emphasis on vehicular traffic should be downplayed in design.

There are three distinct Design Districts within the Old Town District. These are the Central, South and Railway.

The *Central District* is located on Central Avenue between 4<sup>th</sup> Street and Depot Street, west side of Spokane Avenue between 4<sup>th</sup> Street and 3<sup>rd</sup> Street, both sides of Spokane Avenue 3<sup>rd</sup> Street to Depot Street, east side of Baker Avenue between 4<sup>th</sup> Street and 3<sup>rd</sup> Street, both sides of Baker Avenue between 3<sup>rd</sup> Street and Railway Street. This area is the heart of the Old Town District and is characterized by 1 ½ to 2 story mixed-use buildings with retail on the main floor and offices or residential on the 2<sup>nd</sup> story.

The *South District* is located along the east side of Spokane Ave. between 3<sup>rd</sup> Street and 4<sup>th</sup> Street, both sides of Spokane Avenue from 4<sup>th</sup> Street to the Whitefish River, Central Ave. between 4<sup>th</sup> Street and 7<sup>th</sup> Street; the west side of Baker Avenue between 3<sup>rd</sup> Street and 4<sup>th</sup> Street, and both sides of Baker Avenue from 4<sup>th</sup> Street to the Whitefish River. Although some of this area is zoned for commercial uses, these areas were originally residential.

The *Railway District* is located on Railway Street to 3<sup>rd</sup> Street and the east side of Miles Avenue to Lupfer Avenue. This area is characterized as historic residential with small scale buildings. The front yard setbacks are defined by the predominate front setback along the block in order to maintain the residential character of the district.

Goal: The Old Town District will continue to develop in a manner that respects the mass and scale of the existing buildings, the character of the downtown and the community vision. New buildings within each of the distinct design districts will continue to be respected for their uniqueness.

- Maintain a strong pedestrian scale. All new development should focus on the people using the structure.
  
- Show respect for the existing grid and neighborhood layout.

- New design should enhance the existing pedestrian walkways and serve to facilitate foot traffic.
- Buildings should address the street and be designed to pull the interest of the users and to act as a focal point of the greater neighborhood.
- Particular design attention should be paid to the pedestrian building interface.
- The use of awnings and covered walkways are encouraged to promote year round use.
- Alleys should be considered for primary entrances and utilized as alternate commercial spaces.
- Consider the pedestrian as your primary user in all design. Avoid allowing the car and parking to *drive* design.

#### **4.1 Site Design Standards**

- 4.1.1. All new development must invite pedestrian access.

Thoughtful site layout and the use of “green open space” should be considered in all site planning. The front door/main entrance to a development must be easy to identify to the pedestrian. This may include providing a direct access from a public sidewalk to the front entrance.

- 4.1.2. Make site more appealing to pedestrian and bicycle traffic and use.

Thoughtful application of design principles and space planning can make a site more pleasant to view, and a better safer place to be. The use of courtyards, decks, traditional front porches and bicycle amenities are design tools that can be used to accomplish this goal.

- 4.1.3. Site design must consider the seasonal nature of the Whitefish climate allowing for summer enjoyment and snow storage in the winter.

- 4.1.4. Fencing should be of a natural material. The use of chain link and vinyl should be avoided but may be considered by the Committee.

#### **4.2 Design Standards for Landscaping**

Goal: Thoughtfully designed landscaping will contribute to a pleasing character for the development and Whitefish. Landscaping should not be used just as a visual screen but should also encourage a sense of place and connection to the environment. Landscaping is not required for sites in the Old Town District with buildings that build lot

line to lot line; however, well placed flower baskets and other opportunities for landscaping in the Old Town Central District are highly encouraged when not required.

Standards:

4.2.1. Preserve and maintain mature trees and existing vegetation as much as practical.

4.2.2. The thoughtful selection of appropriate vegetation and landscaping materials.

The designer should carefully select hardy vegetation and material that can survive our harsh climate. These plants should also accentuate the natural beauty of our community.

4.2.3. Landscaped areas must be planned as an integral part of the project, rather than simply located in the left over spaces on the site. On sites that are not required to provide landscaping, project proponents should look for opportunities to integrate landscaping in the site through the use of planter boxes, hanging baskets or other creative means.

4.2.4. Landscaping should complement the architecture of the project and adjacent buildings.

4.2.5. It is beneficial and attractive to incorporate outside seating areas in the landscaping plan.

4.2.6. In a landscape plan, attention should be paid to the plant material's color and texture to create unity on the site. Simple masses of material with one predominant species provide unity, while accent plantings provide attractive contrasts.

4.2.7. Species should be planted which are suitable to the size of their space they will occupy when they have achieved their full growth.

4.2.8. Be mindful of the change of seasons so plantings, as a group, remain attractive throughout the year, providing evergreen in winter, and color in other seasons.

4.2.9. Plazas and malls should be planted to reflect an informal place suited to pedestrian scale. Variety and color are encouraged.

4.2.10. Landscaping and sight obscuring fencings must be used to screen equipment, refuse areas and storage areas it is better to mass plant material in groups rather than locate them in a straight line which tends to look unnatural, except when required to provide a landscape buffer as defined in the Whitefish Landscape Ordinance.

- 4.2.11. Landscaping depicted on renderings/perspectives should be a realistic interpretation of what will be installed at the time of planting.
- 4.2.12. The final landscape, irrigation and tree preservation techniques shall be reviewed and approved by staff prior to issuance of a building permit.

*Note: See Whitefish Zoning Regulations for the Landscaping requirements.*

### **4.3. Design Standards for Off-Street Parking**

Parking lots in the Old Town Districts are not required unless there is a residential component to the development. Off-street parking developed on these lots will be at a much smaller scale than those found along Highway 93 and may be designed off an alley, as opposed to off the street.

Goal: Parking lots in the Old Town District will be designed to maintain the continuity of the active pedestrian streetscape.

Standards:

- 4.3.1. Locate a parking facility at the interior of a block and off an alley whenever possible. Parking shall be distributed throughout the site with a preference for parking to the rear of the building. Parking lots shall not be placed at corners, as these areas are generally more visible than interior lots, serve as landmarks and frame intersections. If this is the only place for parking, added pedestrian features shall be integrated into the corner such as a bench, plaza, art or an exceptional landscape feature.
- 4.3.2. The use of large parking lots as the primary feature at the entrances of business is strongly discouraged. Where a parking lot abuts a public sidewalk a 5-foot wide landscaped buffer shall be provided, according to the zoning, and consideration should be given to incorporating a low wall, no greater than 42-inches. Such a wall could be also be designed as seating.
- 4.3.3. Curb cuts that would eliminate on-street parking spaces are not allowed in the Old Town Central District and the Old Town Railway District unless there is no alley access available. Restricting parking access on streets important for commercial retail reduces the impact of automobiles, improves auto circulation, preserves on-street parking and creates a more pleasant environment for pedestrians.
- 4.3.4. The use of side streets for the primary entrance is recommended to promote safe ingress and egress, and to prevent the location of parking lots along the primary traffic artery. Provide cross-property easements to share driveways and reduce the need for additional curb cuts, when feasible. Parking lot design should consider a southern aspect to reduce the accumulation of ice during the winter and allow for natural melting.

- 4.3.5. Parking structures built below grade are less obvious to passers-by, and are easier to screen with landscaping, therefore are desirable.
- 4.3.6. Soften parking areas with landscaping and pedestrian friendly feature.
- 4.3.7. The amount of unrelieved pavement on parking lots shall be limited by such methods as: using landscaping, contrasting colors, pathways of alternate paving material.
- 4.3.8. Landscaping treatments of parking lots should include trees both on the perimeter and interior of the lots.
- 4.3.9. Trees in parking lots shall be protected from vehicle damage by concrete curbing or other effective means.

*Note: See Whitefish Zoning Regulations for the Off-Street Parking requirements.*

#### **4.4. Design Standards for Exterior Lighting**

Although there are many needs for lighting in our built environments, obtrusive aspects of lighting often extend well beyond the boundaries of the area in which the lighting is installed and intended for use. These obtrusive aspects, such as glare, light trespass, energy waste and sky glow, can have serious consequences for the public health, safety, and welfare. They can be effectively controlled or eliminated with carefully considered attention to design, installation, and use.

Goal: To provide thoughtfully designed outdoor lighting adequate to promote safety and security.

Standards:

- 4.4.1. All outdoor lighting must be carefully designed to light only the area needed for reasonable levels of safety and security. Seek to eliminate as much outdoor lighting as possible.
- 4.4.2. Light placement shall avoid placing glare on neighboring properties. Every attempt should be made to consider the impacts the additional lighting will have on the surrounding environment
- 4.4.3. Where appropriate, the use of ground lighting should be considered. Try to consolidate exterior lighting and minimize the height and projection of the lamps where possible.
- 4.4.4. Architectural/Building Lighting

- a) Exterior lighting shall be architecturally integrated with the building style, material and colors.
- b) Exterior lighting may be mounted flush or projected from the building wall.
- c) Awnings in the Central District shall be lit underneath to insure adequate light on the sidewalks, but the awnings shall not be internally illuminated.

#### 4.4.5. Site Lighting

- a) The design of the site lighting should compliment the architectural features of the building. Consider the use of the standard city street lights; however, the use of other lights may be considered by the Committee.
- b) Fixture mounting height should be appropriate for the project and the setting. Use of low, bollard-type fixtures, 3-4 feet in height are encouraged as pedestrian area lighting.
- c) Raised light pole bases shall be attractively designed and well detailed to be compatible with the overall project. The use of “sonotube” (exposed concrete) type concrete pole bases is discouraged. These foundations, if used, need to be treated in some fashion to cover the exposed concrete.
- d) The placement of light poles within raised curb planter areas is encouraged, but conflicts with parking lot trees which can obscure the lighting should be avoided
- e) Swivel-mounted luminaires are prohibited.

*Note: See Whitefish Zoning Regulations for the Outdoor Lighting Standards.*

### **Building Design Standards**

All building project designs should be a positive complimentary enhancement to the existing architecture, quality of life and character of the Whitefish community and particularly the Old Town District. The positive enhancement should be reflected in the design elements of the project. These design elements are both aesthetic and practical and shall include: 1) scale, character and relationship to surrounding neighborhood; 2) shape and form and 3) exterior materials; color and texture.

### **4.5 Scale and Relationship to Surroundings**

- 4.5.1. All buildings must have a scale in size, height and mass that relates to the surrounding buildings and adjacent commercial development.
- 4.5.2. The size, height and mass must not detract from, conflict with or overwhelm the surrounding neighbors.

4.5.3. Distance from other structures and features will be considered in reviewing scale. EXAMPLE: The existing railroad station works well at its location; however, if it were on a lot next to Casey's, it would be too overwhelming.

4.5.4. Building site placement and size should minimize obstruction of views to mountains, rivers, and lake.

#### **4.6 Shape and Form**

All buildings shall have a shape and form regarding rooflines and massing that relates to the surrounding buildings and neighborhood. Rooflines should be pitched, pitched with false fronts, flat, flat with false fronts, and shed with false fronts, hipped, gable or gambrel.

4.6.1. All remote mechanical and electrical equipment (condensers, chillers, intake/exhaust fans, cabinets, etc.) regardless of horsepower, must be enclosed within sound absorptive walls, as permitted by code. These areas shall be located and screened so the visual and acoustic impacts of these functions are fully contained and out of view. Enclosures shall be reviewed by the Committee where applicable and the acoustic design will be reviewed and approved at the time of plans exam by the Building Department.

4.6.2. Old Town Central District (Central Avenue between 4<sup>th</sup> Street and Depot Street, west side of Spokane Avenue between 4<sup>th</sup> Street and 3<sup>rd</sup> Street, both sides of Spokane Avenue 3<sup>rd</sup> Street to Depot Street, east side of Baker Avenue between 4<sup>th</sup> Street and 3<sup>rd</sup> Street, both sides of Baker Avenue between 3<sup>rd</sup> Street and Railway Street)

- a) Regarding shape and form, many of the original downtown façade and rooflines are examples to look toward regarding new construction in this area.
- b) The buildings in this area are one and two story and create a rhythm of 25-50 foot width storefronts with rectangular plans. These features should be maintained, although actual building heights are regulated per Code Section 11-2L-4.
- c) New construction façades should relate to other buildings in the block with a height that falls within an acceptable historic range.
- d) Although zero setbacks on the main entry facades are typical and should be maintained, recessed courtyards, porches, stoops and sitting areas will be considered on a case-by-case basis.
- e) Recessed entry doors with large display windows maintain the typical Whitefish main street storefront.

- f) Upper second story windows should be smaller than the main level windows and vertical in shape.
- g) 75% of the ground-floor lineal street frontage should have openings for doors and windows. Ground floor glazing should be clear. Non-transparent and reflective or opaque glazing is not permitted.
- h) Ground floor active edges help reinforce the continuity of pedestrian-active building uses connects street-level activity and accessibility. Buildings should be designed to accommodate single or multiple tenants. Street frontage walls shall include doors and windows or be designed so they can be added when space is converted to active building uses.
- i) Awnings over sidewalks are desirable. In neighborhoods where awnings are the norm, new construction shall conform. The objective of awnings is to create a continuous covered shopping arcade; therefore, fixed canopies and awning are preferred. Such awnings should be constructed of wood, although fabric construction may be acceptable on certain projects. Attention to support post detail is important. The posts must be of high quality and architectural significance (nominal 6 x 6 or 8 x 8 typical) or log (6 to 10 inch diameter typical). Posts must be set on concrete or stone piers raised a minimum of 8 inches above sidewalk or grade. Post base and cap details are required and must be presented for approval. Awnings must have an open structure with no ceilings imposed. Awning heights must be related to adjacent awnings, with a recommended minimum beam height of 9'-6", and recommended minimum clearance for hanging signs of 7'-6". Awning heights must relate to adjacent awnings and must extend 6 inches minimum beyond edge of sidewalk toward the street, with a typical distance between columns and building walls of 8'-0". Awning must reflect historic form and shapes.
- j) Buildings must have roof designs that do not cause snow and drainage problems for themselves or adjacent buildings and sites.
- k) New, and when possible, remodeled buildings should have a minimum of 11'-0" floor-to-ceiling heights on the ground floor to promote attractive retail spaces.
- l) Alley façades are encouraged to be developed as an attractive integrated component of the building.
- m) When building on corner lots, consideration should be given to corner entrances with storefront windows that extend along both street facades. Small towers or turrets above corner entrances should also be considered.
- n) Second story balconies are encouraged.

4.6.3. Old Town South District (the east side of Spokane Ave. between 3<sup>rd</sup> Street and 4<sup>th</sup> Street, both sides of Spokane Avenue from 4<sup>th</sup> Street and the river, Central Ave. between 4<sup>th</sup> Street and 7<sup>th</sup> Street; the west side of Baker Avenue along the between 3<sup>rd</sup> Street and 4<sup>th</sup> Street, and both sides of Baker Avenue from 4<sup>th</sup> Street to the river)

- a) Although zoned for business, these areas were originally residential and new construction within this district should remain residential in shape and form.
- b) New construction in this area should follow the typical rooflines that include pitched, hipped, gable and gambrel. New roof pitches should stay within the existing roof pitches of 3:12 to 12:12.
- c) Use of dormers is encouraged.
- d) Buildings plans should be primarily rectangular.
- e) Single & 1 ½ story detached secondary buildings along the alley side are appropriate. Aesthetic consideration must be given to alley side facades.
- f) Covered entry porches and stoops are encouraged.

4.6.4. Old Town Railway District (Railway Street to 3<sup>rd</sup> Street, Miles Avenue to Lupfer)

- a) Buildings in this district must maintain the historical residential character of the area. Building roofs should pitch to the sides and not to the front or rear. This general form should remain.
- b) Entrances front porches and stoops are required.
- c) Detached garages and storage buildings of 1 & 1 ½ story with pitched roofs are encouraged.
- d) Outdoor courtyards and sitting areas at the rear of the buildings are acceptable.
- e) Bay windows and flower boxes are encouraged.

#### **4.7 Exterior Materials (color and texture)**

4.7.1. Exterior finish building materials should be of a nature in color and texture that is complimentary with the structures within each building district. They shall not clash, detract or conflict with adjacent architecture.

4.7.2. Acceptable exterior cladding materials should include standard sized brick, 1x4, 1x6 or 1x8 horizontal natural wood siding, sawn shingles 1x6 or 1x8 vertical

channel natural siding, 1x8 to 1x12 vertical board and batten natural wood siding with 1x2 batts, natural stone veneers, and stucco with wood trim.

- 4.7.3. Wood shingles, vertical wood siding and boards w/ batts are acceptable in gables and upper portions of walls.
- 4.7.4. Exposed plain concrete block, and vinyl cladding are not allowed. Metal siding, composite siding and stone panels are discouraged but may be used at the discretion of the Committee.
- 4.7.5. Acceptable roofing materials shall be sawn wood shingles, asphalt composition shingles, metal, or appropriate flat roofing.
- 4.7.6. Roofing shall be of colors that compliment neighboring structures.
- 4.7.7. Mirrored and tinted glazing is discouraged. The tinting of Low-E glass is acceptable.
- 4.7.8. Exterior classic details and elements such as brackets, cornices, window trim, and wall corner boards are encouraged.

## **Chapter 5:** **RESORT COMMUNITY BUSINESS DISTRICT**

The Resort Community Business District is divided into two corridors. One corridor is located along Wisconsin Avenue/East Lakeshore Drive from the viaduct to the north and the other is West 2<sup>nd</sup> Street from the Whitefish River to the west. Both of these corridors are located along state highways. This District is for those areas zoned WB-1: Limited Business District, Limited Resort Business District: WRB-1, General Resort Business District: WRB-2 or with a multifamily designation that could be developed into offices (WR-3 and WR-4) along these two corridors. The character of these areas include small scale commercial and professional office uses interspersed with a variety of residential types. The Wisconsin Avenue corridor is evolving into providing resort-oriented and neighborhood services while the West 2<sup>nd</sup> Street corridor is evolving into small professional office space.

Goal: The Resort Community Business Districts will develop as areas with smaller scale buildings in order to be good neighbors to residential areas located immediately adjacent to these corridors. Parking areas will be sited in order to not conflict with surrounding residential neighborhoods. Sites will be designed to accommodate bicyclists and pedestrians. Ample landscaping will be installed – especially to screen undesirable qualities of commercial uses from adjoining residential areas.

- Review the existing examples of successful residential conversions.
- Developments along the Wisconsin Avenue and West 2nd Street corridors have historically developed with larger setbacks from the highway. In order to preserve a landscaped entrance into the downtown core and retain a residential feel, development should continue this pattern by setting new construction as far back as possible on the lot.
- When constructing new parking consider the use of a landscape buffer to minimize impact on neighboring properties.
- When selecting a building envelope consider its relationship to the lot with respect to scale. Consider staggering the structures in the new development.
- Protect the neighborhoods' existing character by using existing shapes, forms, and structural elements. Use the existing character of the neighborhood as a context for all new development. Do not use new construction to redefine the feeling and presence of the neighborhood.

### **5.1 Site Design Standards**

5.1.1. The layout of the site must consider pedestrians and bicyclists, as well as automobile traffic.

Consider how a pedestrian or a bicyclist would access your proposed site. Mixing nonmotorized transportation in the same spaces as automobile traffic can be a very unpleasant experience for both pedestrians and bicyclists. Consider alternate and/or separate routes into your development that clearly define the pedestrian area versus areas for vehicles.

5.1.2. Minimize the dominance of parking surfaces and structures.

Use green spaces to soften the “sea of asphalt” which often dominates commercial “strip” development. A close review of the city’s landscaping ordinance is highly recommended. Consider building orientation and its relationship to the site as a whole.

5.1.3. All new development must invite pedestrian access.

Thoughtful site layout and the use of “green open space” should be considered in all site planning. The front door/main entrance to a development must be easy to identify to the pedestrian. This may include providing a direct access from a public sidewalk to the front entrance.

5.1.4. Make site more appealing to pedestrian and bicycle traffic and use.

Thoughtful application of design principles and space planning can make a site more pleasant to view, and a better safer place to be. The use of courtyards, decks, traditional front porches and bicycle amenities are design tools that can be used to accomplish this goal.

5.1.5. Fencing should be of a natural material. The use of chain link and vinyl should be avoided but may be considered by the Committee.

5.1.6. Site design must consider the seasonal nature of the Whitefish climate allowing for summer enjoyment and snow storage in the winter.

Apply design principles that maximize the seasonal nature of our climate.

5.1.7. Promote safe ingress and egress

Consolidate site access to reduce congestion and the need for endless stoplights. The city seeks to promote shared access where possible. Provide cross-property easements to share driveways and reduce the need for additional curb cuts, when feasible.

## **5.2 Design Standards for Landscaping**

Goal: Thoughtfully designed landscaping will contribute to a pleasing character for the development and Whitefish. Landscaping should not be used just as a visual screen but should also encourage a sense of place and connection to the environment.

Standards:

5.2.1. Preserve and maintain mature trees and existing vegetation as much as practical.

5.2.2. The thoughtful selection of appropriate vegetation and landscaping materials.

The designer should carefully select hardy vegetation and material that can survive our harsh climate. These plants should also accentuate the natural beauty of our community.

5.2.3. Landscaped areas must be planned as an integral part of the project, rather than simply located in the left over spaces on the site.

5.2.4. Landscaping should complement the architecture of the project and adjacent buildings.

5.2.5. Landscaping (along with the location of the building) should soften the appearance of the site as seen from the roadway.

5.2.6. It is beneficial and attractive to incorporate outside seating areas in the landscaping plan.

5.2.7. In a landscape plan, attention should be paid to the plant material's color and texture to create unity on the site. Simple masses of material with one predominant species provide unity, while accent plantings provide attractive contrasts.

5.2.8. Species should be planted which are suitable to the size of their space they will occupy when they have achieved their full growth.

5.2.9. Be mindful of the change of seasons so plantings, as a group, remain attractive throughout the year, providing evergreen in winter, and color in other seasons.

5.2.10. Plazas and malls should be planted to reflect an informal place suited to pedestrian scale. Variety and color are encouraged.

5.2.11. Landscaping and sight obscuring fencings must be used to screen equipment, refuse areas and storage areas it is better to mass plant material in groups rather than locate them in a straight line which tends to look unnatural,

except when required to provide a landscape buffer as defined in the Whitefish Landscape Ordinance.

5.2.12. Landscaping depicted on renderings/perspectives should be a realistic interpretation of what will be installed at the time of planting.

5.2.13. The final landscape, irrigation and tree preservation techniques shall be reviewed and approved by staff prior to issuance of a building permit.

*Note: See Whitefish Zoning Regulations for the Landscaping requirements.*

### **5.3. Design Standards for Off-Street Parking**

Goal: Parking lots in Whitefish will be designed as a necessary appurtenance of a site and not the primary visual emphasis.

Standards:

5.3.1. The use of large parking lots as the primary feature at the entrances of business is strongly discouraged.

5.3.2. When possible locate parking to the rear or side of buildings, unless it is adjacent to a residential use or residential district. If parking is proposed adjacent to residential, it needs to be screened through the use of fencing and landscaping. The siting of parking lots is regulated through the off-street parking chapter of the zoning.

5.3.3. Parking lots shall be designed to consider all users and not only automobiles.

5.3.4. Provide cross-property easements to share driveways and reduce the need for additional curb cuts, when feasible. At a minimum, a pedestrian connection between parking lots between developments should be explored. Parking lot design should consider a southern aspect to reduce the accumulation of ice during the winter and allow for natural melting.

5.3.5. Parking areas shall be designed to minimize the lot's visual impact, thus creating as much as possible an architectural form instead of a wasteland.

5.3.6. Parking structures built below grade are less obvious to passers-by, and are easier to screen with landscaping, therefore are desirable.

5.3.7. Soften large parking areas with landscaping and pedestrian friendly feature.

5.3.8. The amount of unrelieved pavement on parking lots shall be limited by such methods as: using landscaping, contrasting colors, pathways of alternate paving material.

5.3.9. Landscaping treatments of parking lots should include trees both on the perimeter and interior of the lots.

5.3.10. Trees in parking lots shall be protected from vehicle damage by concrete curbing or other effective means.

*Note: See Whitefish Zoning Regulations for the Off-Street Parking requirements.*

#### **5.4 Design Standards for Exterior Lighting**

Although there are many needs for lighting in our built environments, obtrusive aspects of lighting often extend well beyond the boundaries of the area in which the lighting is installed and intended for use. These obtrusive aspects, such as glare, light trespass, energy waste and sky glow, can have serious consequences for the public health, safety, and welfare. They can be effectively controlled or eliminated with carefully considered attention to design, installation, and use.

Goal: To provide thoughtfully designed outdoor lighting adequate to promote safety and security.

Standards:

5.4.1. All outdoor lighting must be carefully designed to light only the area needed for reasonable levels of safety and security. Seek to eliminate as much outdoor lighting as possible.

5.4.2. Light placement shall avoid placing glare on neighboring properties. Every attempt should be made to consider the impacts the additional lighting will have on the surrounding environment

5.4.3. Where appropriate, the use of ground lighting should be considered. Try to consolidate exterior lighting and minimize the height and projection of the lamps where possible.

5.4.4. Architectural/Building Lighting

a) Exterior lighting shall be architecturally integrated with the building style, material and colors.

b) Exterior lighting may be mounted flush or projected from the building wall.

5.4.5. Site Lighting

a) The design of the site lighting should compliment the architectural features of the building. Consider the use of the standard city street lights; however, the use of other lights may be considered by the Committee.

- b) Fixture mounting height should be appropriate for the project and the setting. Use of low, bollard-type fixtures, 3-4 feet in height are encouraged as pedestrian area lighting.
- c) Raised light pole bases shall be attractively designed and well detailed to be compatible with the overall project. The use of “sonotube” (exposed concrete) type concrete pole bases is discouraged. These foundations, if used, need to be treated in some fashion to cover the exposed concrete.
- d) The placement of light poles within raised curb planter areas is encouraged, but conflicts with parking lot trees which can obscure the lighting should be avoided
- e) Swivel-mounted luminaires are prohibited.

*Note: See Whitefish Zoning Regulations for the Outdoor Lighting Standards.*

## **Building Design Standards**

All building project designs should be a positive complimentary enhancement to the existing architecture, quality of life and character of the Whitefish community and particularly the Resort Community Business District. The positive enhancement should be reflected in the design elements of the project. These design elements are both aesthetic and practical and shall include: 1) scale, character and relationship to surrounding neighborhood; 2) shape and form; and 3) exterior materials. Also, businesses considered formula retail (also known as franchise businesses) may not use their traditional building design or color scheme. See Section 5.8 for these standards.

### **5.5 Scale and Relationship to Surroundings**

- 5.5.1. All buildings must have a scale in size, height and mass that relates to the immediate surrounding buildings and neighborhood.
- 5.5.2. The size, height and mass must not detract from, conflict with or overwhelm the surrounding neighbors.
- 5.5.3. Distance from other structures and features will be considered in reviewing scale.
- 5.5.4. Building site placement and size should minimize obstruction of views to mountains, rivers, and lake.

### **5.6 Shape and Form**

All buildings shall have a shape and form regarding rooflines and massing that relates to the surrounding buildings and neighborhood. Rooflines should be pitched, pitched with false fronts, flat, flat with false fronts, and shed with false fronts, hipped, gable or gambrel.

- 5.6.1. All remote mechanical and electrical equipment (condensers, chillers, intake/exhaust fans, cabinets, etc.) regardless of horsepower, must be enclosed within sound absorptive walls as permitted by code. These areas shall be located and screened so the visual and acoustic impacts of these functions are fully contained and out of view. Enclosures shall be reviewed by the Committee where applicable and the acoustic design will be reviewed and approved at the time of plans exam by the Building Department.
- 5.6.2. Although business buildings are permitted in this area, it is historically a residential neighborhood and new construction in this district must respect the residential character in style, scale and form.
- 5.6.3. New construction in this district should follow the typical rooflines, which include pitched, hipped, gable, and sheds with overhangs or false fronts. New roof pitches should stay within the existing roof pitches of 3:12 to 12:12.
- 5.6.4. Large massive roofs should be avoided. When large floor plans are required, roofs must be broken up with elements such as dormers, hips and pitched entries.
- 5.6.5. Rear façades of buildings facing alleys or streets must be given aesthetic considerations.
- 5.6.6. Front porches and covered entries are recommended.
- 5.6.7. Courtyard and sitting areas away from the street side are encouraged.
- 5.6.8. Expansive blank walls are not allowed.
- 5.6.9. Large display windows facing a main street at the first story, as in the downtown area, are allowed. All other windows on sidewall and upper stories should be vertical in orientation.

## **5.7. Exterior Materials (color and texture)**

- 5.7.1. Exterior finish building materials should be of a nature in color and texture that is complimentary with the structures within each building district. They shall not clash, detract or conflict with adjacent architecture.
- 5.7.2. Acceptable exterior cladding materials should include standard sized brick, 1x4, 1x6 or 1x8 horizontal natural wood siding, sawn shingles 1x6 or 1x8 vertical channel natural siding, 1x8 to 1x12 vertical board and batten natural wood siding with 1x2 batts, natural stone veneers, and stucco with wood trim.
- 5.7.3. Wood shingles, vertical wood siding and boards w/ batts are acceptable in gables and upper portions of walls.

- 5.7.4. Exposed plain concrete block, and vinyl cladding are not allowed. Metal siding, composite siding and stone panels are discouraged but may be used at the discretion of the Committee. (Exception: residential buildings of 2-units or more when located in a strictly residential district may utilize composite sidings such as fiber cement if compatible with neighboring structures.)
- 5.7.5. Acceptable roofing materials shall be sawn wood shingles, asphalt composition shingles, metal, or appropriate flat roofing.
- 5.7.6. Roofing shall be of colors that compliment neighboring structures.
- 5.7.7. Mirrored and tinted glazing is discouraged. The tinting of Low-E glass is acceptable.
- 5.7.8. Exterior classic details and elements such as brackets, cornices, window trim, and wall corner boards are encouraged.

## **5.8. Formula Retail Design Standards**

Commercial uses meeting the zoning definition of 'formula retail' (also known as franchise retail uses) are expected to minimize generic and corporate images, but instead express the architectural elements and forms that best express the values and heritage of the community.

- 5.8.1. Formula retail shall not use standard building shapes, forms and rooflines are not allowed.
- 5.8.2. Formula retail color schemes are not acceptable.

## **Chapter 6:** **Residential District**

The Residential Standards apply to two dwelling unit or more structures in the Whitefish Planning jurisdiction. The Residential District is everything within the planning jurisdiction without another design district designation. There are a variety of two-family and multifamily zoning categories within the Whitefish Planning Jurisdiction where these standards apply. In addition, if someone is proposing a residential use within one of the other design districts, these standards would apply along with the applicable design district standards.

Goal: Multi-family development in Whitefish will be designed to suit the neighborhood where it is located, relate to the street and surroundings and meet the needs of the residents.

- Consider vertical relief when laying out building footprints on the lot.
- Maximize the use of parking to the rear of the lot and the use of alleys for entrances.
- Incorporate usable on-site pedestrian spaces.
- Reduce the prominence of the garage in neighborhood design. Locate garages behind the primary structure on the lot or setback from the front foundation line of the structure. Use alleys wherever possible for the primary entrances to on-site parking. If this is not feasible, employ design standards described below in Section 6.6.3.

### **6.1 Site Design Standards**

6.1.1. The layout of the site must consider pedestrians and bicyclists, as well as automobile traffic.

Consider how a pedestrian or a bicyclist would access your proposed site. Mixing nonmotorized transportation in the same spaces as automobile traffic can be a very unpleasant experience for pedestrians and bicyclists. Consider alternate and/or separate routes into your development that clearly define the pedestrian area versus areas for vehicles.

6.1.2. Minimize the dominance of parking surfaces and structures.

Use green spaces to soften the “sea of asphalt” which often dominates commercial “strip” development. A close review of the city’s landscaping ordinance is highly recommended. Consider building orientation and its relationship to the site as a whole.

6.1.3. All new development must invite pedestrian access.

Thoughtful site layout and the use of “green open space” should be considered in all site planning. The front door/main entrance to a development must be easy to identify to the pedestrian. This may include providing a direct access from a public sidewalk or street to the front entrance.

6.1.4. Make site more appealing to pedestrian and bicycle traffic and use.

Thoughtful application of design principles and space planning can make a site more pleasant to view, and a better and safer place to be. The use of courtyards, decks, traditional front porches and bicycle amenities are design tools that can be used to accomplish this goal.

6.1.5. Fencing should be of a natural material. The use of chain link and vinyl should be avoided but may be considered by the Committee.

6.1.6. Site design must consider the seasonal nature of the Whitefish climate allowing for summer enjoyment and snow storage in the winter.

Apply design principles that maximize the seasonal nature of our climate.

6.1.7. Promote safe ingress and egress

Consolidate site access to reduce congestion and the need for endless stoplights. The city seeks to promote shared access where possible.

## **6.2 Design Standards for Landscaping**

Goal: Thoughtfully designed landscaping will contribute to a pleasing character for development and Whitefish. Landscaping should not be used just as a visual screen but should also encourage a sense of place and connection to the environment.

6.2.1. Landscaped areas must be planned as an integral part of the project, rather than simply located in the left over spaces on the site.

6.2.2. The thoughtful selection of appropriate vegetation and landscaping materials.

The designer should be careful to select hardy vegetation and material that can survive our harsh climate. These plants should also accentuate the natural beauty surroundings our community.

6.2.3. Preserve and maintain mature trees and existing vegetation as much as practical.

6.2.4. Landscaping should complement the architecture of the project and adjacent buildings.

- 6.2.5. Landscaping (along with the location of the building) should soften the appearance of the site as seen from the roadway.
- 6.2.6. It is beneficial and attractive to incorporate outside seating areas in the landscaping plan.
- 6.2.7. In a landscape plan, attention should be paid to the plant material's color and texture to create unity on the site. Simple masses of material with one predominant species provide unity, while accent plantings provide attractive contrasts.
- 6.2.8. Species should be planted which are suitable to the size of their space they will occupy when they have achieved their full growth.
- 6.2.9. Be mindful of the change of seasons so that plantings, as a group, remain attractive throughout the year, providing evergreen in winter, and color in other seasons.
- 6.2.10. Plazas should be planted to reflect an informal place suited to pedestrian scale. Variety and color are encouraged.
- 6.2.11. Landscaping and sight obscuring fencings must be ~~is~~ used to screen equipment, refuse areas, storage areas, etc. it is better to mass plant material in groups rather than locate them in a straight line which tends to look unnatural, except when required to provide a landscape buffer as defined in the Whitefish Landscape Ordinance.
- 6.2.12. Landscaping plans submitted for review and approval should be consistent with materials presented for Architectural Review approval.
- 6.2.13. The final landscape, irrigation and tree preservation techniques shall be reviewed and approved by staff prior to issuance of a building permit.

*Note: See Whitefish Zoning Regulations for the Landscaping requirements.*

### **6.3. Design Standards for Off-Street Parking**

Goal: Parking in the Residential District will be designed as a necessary appurtenance of a site and not the primary visual emphasis.

Surface Parking:

- 6.3.1. Parking areas shall be designed to minimize the lot's visual impact, thus creating as much as possible an architectural form instead of a wasteland.
- 6.3.2. Parking lots shall be designed to consider all users and not only automobiles.

- 6.3.3. Parking shall be distributed throughout the site with a preference for parking to the side and rear of the building. Parking lot design should consider a southern aspect to reduce the accumulation of ice during the winter and allow for natural melting.
- 6.3.4. Parking structures built below grade are less obvious to passers-by, and are easier to screen with landscaping, therefore are desirable.
- 6.3.5. Soften large parking areas with landscaping and pedestrian friendly feature.
- 6.3.6. The amount of unrelieved pavement on parking lots shall be limited by such methods as: using landscaping, contrasting colors, pathways of alternate paving material.
- 6.3.7. Parking lots shall be designed with adequate landscaping to avoid the appearance of a sea of asphalt.
- 6.3.8. Landscaping treatments of parking lots should include trees both on the perimeter and interior of the lots.
- 6.3.9. Trees in parking lots shall be protected from vehicle damage by concrete curbing or other effective means.

*Note: See Whitefish Zoning Regulations for the Off-Street Parking requirements.*

#### **6.4. Design Standards for Exterior Lighting**

Although there are many needs for lighting in our built environments, obtrusive aspects of lighting often extend well beyond the boundaries of the area in which the lighting is installed and intended for use. These obtrusive aspects, such as glare, light trespass, energy waste and sky glow, can have serious consequences for the public health, safety, and welfare. They can be effectively controlled or eliminated with carefully considered attention to design, installation, and use.

Goal: To provide thoughtfully designed outdoor lighting adequate to promote safety and security.

Standards:

- 6.4.1. All outdoor lighting must be carefully designed to light only the area needed for reasonable levels of safety and security. Seek to eliminate as much outdoor lighting as possible.
- 6.4.2. Although there are many needs for lighting in our built environments, obtrusive aspects of lighting often extend well beyond the boundaries of the area in which the lighting is installed and intended for use. These obtrusive aspects, such as

glare, light trespass, energy waste and sky glow, can have serious consequences for the public health, safety, and welfare. They can be effectively controlled or eliminated with carefully considered attention to design, installation, and use.

6.4.3. Light placement shall avoid placing glare on neighboring properties. Every attempt should be made to consider the impacts the additional lighting will have on the surrounding environment

6.4.4. Where appropriate, the use of ground lighting should be considered. Try to consolidate exterior lighting and minimize the height and projection of the lamps where possible.

6.4.5. Architectural/Building Lighting.

- a) Exterior lighting shall be architecturally integrated with the building style, material and colors.
- b) Exterior lighting may be mounted flush or projected from the building wall.

6.4.6. Site Lighting

- a) The design of the site lighting should compliment the architectural features of the building. Consider the use of the city standards street light; however, the use of other lights may be considered by the Committee.
- b) Fixture mounting height should be appropriate for the project and the setting. Use of low, bollard-type fixtures, 3-4 feet in height are encouraged as pedestrian area lighting.
- c) Raised light pole bases shall be attractively designed and well detailed to be compatible with the overall project. The use of "sonotube" (exposed concrete) type concrete pole bases is discouraged. These foundations, if used, need to be treated in some fashion to cover the exposed concrete.
- d) The placement of light poles within raised curb planter areas is encouraged, but conflicts with parking lot trees which can obscure the lighting should be avoided
- e) Swivel-mounted luminaires are prohibited.

*Note: See Whitefish Zoning Regulations for the Outdoor Lighting Standards.*

## **Building Design Standards**

All building project designs should be a positive complimentary enhancement to the existing architecture, quality of life and character of the Whitefish community and

particularly the Residential District. The positive enhancement should be reflected in the design elements of the project. These design elements are both aesthetic and practical and shall include: 1) scale, character and relationship to surrounding neighborhood; 2) shape and form and 3) exterior materials. Projects with more than one multifamily structure are required to have a varying exterior appearance. These standards can be found under Section 6.6.2. In addition, multi-family structures, including duplex/townhouses with garages designed forward of the main foundation of the structure generally lack connectivity to the neighborhood and street. This design is prohibited in Whitefish unless it is unavoidable, then the standards in Section 6.6.3. shall be met.

### **6.5. Scale and Relationship to Surrounding Neighborhood**

- 6.5.1. All buildings must have a scale in size, height and mass that relates to the immediate surrounding buildings and neighborhood.
- 6.5.2. The size, height and mass must not detract from, conflict with or overwhelm the surrounding neighbors.
- 6.5.3. Distance from other structures and features will be considered in reviewing scale.
- 6.5.4. Building site placement and size should minimize obstruction of views to mountains, rivers, and lake.

### **6.6. Shape and Form**

All buildings shall have a shape and form regarding rooflines and massing that relates to the surrounding buildings and neighborhood. Rooflines should be pitched, pitched with false fronts, flat, flat with false fronts, and shed with false fronts, hipped, gable or gambrel.

- 6.6.1. All remote mechanical and electrical equipment (condensers, chillers, intake/exhaust fans, cabinets, etc.) regardless of horsepower, must be enclosed within sound absorptive walls as permitted by code. These areas shall be located and screened so the visual and acoustic impacts of these functions are fully contained and out of view. Enclosures shall be reviewed by the Committee where applicable and the acoustic design will be reviewed and approved at the time of plans exam by the Building Department.
- 6.6.2. Multi-Family Developments.  
In any development containing more than one multi-family and/or townhouse structure, the Architectural Review Committee shall review building plans for such structures to assure that there is visual variety in exterior appearance from other multi-family structures in the same development. The primary objective of this standard is to avoid visual monotony among multi-family structures while encouraging a common high quality design theme. If two or more developments

containing more than one multi-family and/or townhouse structure occur in close proximity to one another, the Architectural Review Committee shall review building plans for such structures to assure that they are all substantially different from similar multi-family structures in a neighboring development. The intent of these requirements is to create variety and visual interest among all units in a development containing multi-family structures, or multi-family development located in close proximity to one another. All design elements can be utilized to create a substantially varied exterior appearance, including but not limited to the following:

- Color (although by itself is not sufficient to create substantial difference in exterior appearance)
- Texture
- Materials
- Orientation on the site
- Rooflines
- Design
- Height
- Mass
- Scale
- Shape
- Form

#### 6.6.3. Garage Forward Designed Structures.

Garage forward designed residential units generally lack connectivity to the street and neighborhood. When streets are more comfortable and inviting places to be, there is more pedestrian activity on the street, which in turn promotes more interaction with neighbors, places more "eyes on the street" and encourages residents to use the front areas of their home and front yards more.

The use of garage forward design multifamily structures, including duplexes, is not allowed unless the use of garage doors constructed forward of the foundation line of the main structure is unavoidable. If this design is unavoidable, the applicant shall employ a cohesive design strategy to mitigate their appearance by using three or more of the following measures:

- Install two single garage doors instead of one two-car garage door;
- Use garage doors that break up the mass of the one long wall – this can be accomplished through the use of carriage-style doors, multi-paned doors, doors with windows;
- The finish color be complementary to the structure;
- Design a shed roof or other architectural feature over the top of the garage doors two to three feet deep;
- Relief between the two garage doors;
- Moving the entrances so they are easily seen from the street;

- Putting windows and/or living space above the garage;
- Install different garage techniques for doors that are adjacent to one another; or
- Any other creative design solution(s) to mitigate the garage forward design accepted by the Architectural Review Committee.

**6.7. Exterior Materials (color and texture)**

- 6.7.1. Exterior finish building materials should be of a nature in color and texture that is complimentary with the structures within each building district. They shall not clash, detract or conflict with adjacent architecture.
- 6.7.2. Acceptable exterior cladding materials should include standard sized brick, 1x4, 1x6 or 1x8 horizontal natural wood siding, sawn shingles 1x6 or 1x8 vertical channel natural siding, 1x8 to 1x12 vertical board and batten natural wood siding with 1x2 batts, natural stone veneers, and stucco with wood trim.
- 6.7.3. Wood shingles, vertical wood siding and boards w/ batts are acceptable in gables and upper portions of walls.
- 6.7.4. Exposed plain concrete block, and vinyl cladding are not allowed. Metal siding, composite siding and stone panels are discouraged but may be used at the discretion of the Committee. (Exception: residential buildings of 2-units or more when located in a strictly residential district may utilize composite sidings such as fiber cement if compatible with neighboring structures.)
- 6.7.5. Acceptable roofing materials shall be sawn wood shingles, asphalt composition shingles, metal, or appropriate flat roofing.
- 6.7.6. Roofing shall be of colors that compliment neighboring structures.
- 6.7.7. Mirrored and tinted glazing is discouraged. The tinting of Low-E glass is acceptable.
- 6.7.8. Exterior classic details and elements such as brackets, cornices, window trim, and wall corner boards are encouraged.

## **Chapter 7:** **Public/Institutional Facilities**

Public and Institutional Facilities are located throughout the various design districts. These facilities include administrative offices, maintenance buildings, bus barns, schools, park restrooms, park facilities and community buildings. Some of these facilities are designed to be central features of our community, such as a city hall, performing arts center or library. Other structures are not intended for general public use, such as a maintenance facility. Facilities developed with public funds are designed for low-maintenance and long-term use, but still need to incorporate elements from the design district where it is located.

Goal: Public and Institutional Facilities will be designed to honor the neighborhood where it is located, relate to the street and surroundings and meet the needs of the community.

## APPENDIX: GLOSSARY OF ARCHITECTURAL TERMS

This Glossary of Architectural Terms has been assembled in order to assist the reader to better understand the issues addressed and concepts set forth in the Architectural Standards.

<b>TERM</b>	<b>DEFINITION</b>
Articulation	<i>Shifts in the plane of the walls, setbacks, stepbacks, reveals, overhangs and details in order to create variations in the building's façade.</i>
Building Elevations	<i>A one dimensional graphical representation of a proposed building.</i>
Cornice	<i>Any horizontal decorative molding which crowns any building.</i>
Fenestration	<i>Products that fill openings in a building, such as windows, doors, skylights, curtain walls, etc., designed to permit the passage of air, light, vehicles, or people.</i>
Form	<i>The shape, appearance, or configuration, of a building.</i>
Formula Retail	<i>A type of retail sales activity or retail sales establishment, including restaurant which, along with twelve or more other retail sales establishments, maintains two or more of the following features: a standardized array of merchandise, a standardized façade, a standardized décor and color scheme, uniform apparel, standardized signage, a trademark or service mark. See the full definition in Section 11-9-2 of the Whitefish Zoning Regulations.</i>
Full Cut-Off Lighting	<i>A luminaire designed and installed where no light is emitted at or above a horizontal plane running through the lowest point on the luminaire.</i>
Gable Roof	<i>The vertical triangular portion of the end of a building have a double spaced roof, extending from the level of the cornice or eaves to the ridge of the roof.</i>
Gambrel Roof	<i>A type of gable roof where the end of the building is hipped.</i>
Glazing (mirrored, tinted, Low-E)	<i>A transparent part of a wall usually made of glass.</i>
Hipped Roof	<i>A type of roof where all sides slope downwards to the walls, usually with a fairly gentle slope</i>
Lintel	<i>A horizontal feature (such as a beam) over an opening which carries the weight of the wall above it.</i>

<b>TERM</b>	<b>DEFINITION</b>
Mansard Roof	<i>A type of hip roof characterized by two slopes on each of its four sides with the lower slope being much steeper, almost a vertical wall, while the upper slope, usually not visible from the ground, is pitched at the minimum needed to shed water.</i>
Mass	<i>A building's bulk, size and magnitude – the overall volume.</i>
Mechanical Equipment	<i>Includes venting, heating or cooling equipment used for buildings.</i>
Modulation	<i>Variations of a building's mass through the use of deep setbacks, diminishing upper floor areas and/or projecting roof overhangs</i>
Neighborhood Context	<i>There is a definition of a 'neighborhood' and 'neighborhood service' in the zoning</i>
Pedestrian Spaces	<i>Any open area designed to be used for pedestrians, including, but not limited to a plaza, walkway, etc.</i>
Perspective Drawing	<i>A three dimensional graphical representation of a proposed building.</i>
Relief, Architectural	<i>A change in the setback (forward or back) to a vertical façade.</i>
Roof Pitch	<i>A roof's pitch is the measured vertical rise divided by the measured horizontal span.</i>
Scale	<i>The spatial relationship of a building with neighboring buildings.</i>
Shed Roof	<i>Single pitched roof</i>
Sky Glow	<i>A kind of light pollution visible by the 'glowing' effect seen in the skies over many cities and towns.</i>
Sonotubes	<i>A concrete form used for a foundation.</i>