

## **Oak Meadows Subdivision Architectural Guidelines**

### **Section 1.01 Residential lot Size**

- A. Minimum lot size for all residential lots shall be as outlined in the Bozeman Unified Development Ordinance (U.D.O.), Section 18.16.040 (Table 16-2).

### **Section 1.02 Residential Lot Coverage**

- A. Maximum lot coverage for all residential lots shall be as outlined in the Bozeman Unified Development Ordinance (U.D.O.), Section 18.16.030.
  - 1. See special requirements for RSL designated lots.

### **Section 1.03 Residential Lot Setback Requirements**

- A. Front yard setback shall be as outlined in the Bozeman Unified Development Ordinance (U.D.O.), Section 18.16.050.
- B. Side yard setback shall be as outlined in the Bozeman Unified Development Ordinance (U.D.O.), Section 18.16.050.
- C. Rear yard setback shall be as outlined in the Bozeman Unified Development Ordinance (U.D.O.), Section 18.16.050.
  - 1. Allowed encroachments into the rear yard set back include:
    - a. Accessory garage structures may be located within the rear yard setback per the U.D.O.
    - b. Surface parking associated with accessory garage structures may extend to the rear property line.

### **Section 1.04 Building Height**

- A. Maximum building height for all residential structures shall be as identified in the City of Bozeman Unified Development Ordinance.

### **Section 1.05 Residential Parking Requirements**

- A. Single-Family Homes:
  - 1. All single family homes must provide for a minimum of two parking stalls on the subject property.
  - 2. Stacking of parking stalls is acceptable to a maximum of two vehicles in depth.
  - 3. On-street parking stalls fronting the subject property may be used for guest parking or auxiliary parking for the home.
    - a. Campers, boats, recreational vehicles, sporting equipment, disabled vehicles, etc., may not be parked on the street.
- B. Multi-Family Town-Homes:
  - 1. Parking must be provided equal to that required for single-family homes (two per unit) or one stall per bedroom whichever is less (unless UDO specifies otherwise).

2. Stacking of parking stalls is acceptable to a maximum of two vehicles in depth. Stacked vehicle spaces must be designated for a single unit.
3. On-street parking stalls fronting the subject property may be used for guest parking or auxiliary parking for the unit.
  - a. Campers, boats, recreational vehicles, sporting equipment, disabled vehicles, etc., may not be parked on the street.

## **Section 1.06 Residential Landscape Design**

### **A. General Items:**

1. The intent of these requirements is to aid in the creation of a complex with a rich residential character with Modern or Bozeman-Modern, architecture.
2. The following criteria should be considered minimum requirements. Creative property landscaping is encouraged.
3. Maintenance of all single-family residence yards will be the responsibility of the homeowner. Yard maintenance of duplex town home units will be commonly maintained per individual maintenance agreements or each side by it's individual owner. Irrigation of individual lots is the responsibility of the property owner(s).
4. Significant landscape additions to front yard areas must be reviewed and approved by the OMARC.
5. Each site owner will be required to meet minimum landscape requirements as outlined in this document. They include, but are not limited to: street trees, accent canopy trees, shrubs, mixed planting beds, and turf lawns.

### **B. Single Family Homes:**

1. Front yards shall be planted as follows:
  - a. Front yard shall have a minimum of one accent tree. Such tree may be either deciduous or evergreen. This requirement is not applicable to single family lots less than five thousand square feet (5,000 sf).
  - b. Lawns shall be turf matching seed mix used throughout the complex.
  - c. Planting beds will be installed along building frontage to a minimum depth of three feet (3 ft).
  - d. Planting beds shall have plants providing seasonal color. Perennial flowers and flowering shrubs are encouraged.
  - e. Planting beds shall have plastic or aluminum or concrete mow edging.
  - f. Planting beds shall be covered with weed-block fabric and bark, earth tone mulch, or landscape rock.
2. Side yards shall be landscaped as follows:
  - a. Lawns shall be turf matching seed mix used throughout the complex.
  - b. Planting beds shall be installed along side yard building frontage to a minimum depth

of two feet (2 ft) or depth of eave overhang whichever is greater.

1. Planting beds shall have plastic or aluminum or concrete mow edging.
  2. Planting beds shall be covered with landscape weed-block fabric and bark, earth tone mulch, or landscape rock.
3. Rear yards shall be landscaped as follows:
- a. Lawns shall be turf matching seed mix used throughout the complex.
  - b. One deciduous canopy tree shall be placed in the rear yards of all structures. For structures served by an alley, this canopy tree shall be located within ten feet of the rear property line. Coordinate location with utility routing.
  - c. Private gardens are allowed in rear yards only.
  - d. Other creative installations of shrubbery, ground cover, planting beds, native grasses, perennial beds and landscape accent items (i.e., stones, sculptures, etc.) are allowed in rear yards.

### C. Duplex Town-home Structures

1. Front yards shall be planted as follows:

- a. For duplex structures, each unit shall have one accent deciduous tree in the front yard.
- b. Fruit bearing trees are not allowed.
- c. Lawns shall be turf matching seed mix used throughout the complex.
- d. Planting beds shall be installed along unit frontage to a minimum depth of three feet (3 ft).
- e. Planting beds shall be planted to provide seasonal color. Perennial flowers and flowering shrubs are encouraged.
- f. Planting beds shall have plastic, aluminum, or concrete mow edge.
- g. Planting beds shall be covered with bark or earth tone mulch.

2. Side yards shall be planted as follows:

- a. Lawns shall be turf matching seed mix used throughout the complex.
- b. Planting beds shall be installed along side yard building frontage to a minimum depth of two feet (2 ft) or depth of eave overhang, whichever is greater.
- c. Planting beds shall have plastic, aluminum or concrete mow edging.
- d. Planting beds shall be covered with bark or earth tone mulch.

3. Rear yards shall be planted as follows:

- a. Lawns shall be turf matching seed mix used throughout the complex.
- b. One deciduous canopy tree shall be placed in the rear yard of each unit. For

structures served by an alley, this canopy tree shall be located within ten feet of the rear property line. Coordinate tree location with utility routing.

c. Private gardens are allowed.

d. Other creative installations of shrubbery, ground cover, planting beds, native grasses, perennial beds, are allowed in rear yards.

## F. Fences

### 1. General considerations:

a. No chain link fencing will be allowed.

b. No electrical fencing will be allowed. Under ground electric fencing for the purpose of pet control will be allowed.

c. Fencing that abuts an adjacent property owner's parcel must receive written approval of the adjacent property owner prior to submittal to OMARC for approval. A copy of the approval letter must be included with information submitted to OMARC for approval.

d. Maintenance of owner installed fencing is the responsibility of the property owner.

### 2. Single family dwellings / parcels may have fences in private yards as follows:

a. Fences may be installed in front yard areas per the following criteria:

1. Single family dwellings / parcels fronting on North 14<sup>th</sup> Avenue, Manzanita Drive, Juniper Street, and Lilac Avenue may not have fences in the front yard area.

2. All other Single family lots may have fences in the front yard area which meet the following criteria:

a. Fences may not exceed forty-two (42) inches in height.

b. Fences must be a minimum of fifty (50) percent open allowing visual access to the yard.

c. Fences may be constructed of painted wood or wrought iron. Other material will be considered by OMARC on a case-by- case basis.

d. All fences shall have the finished (smooth) side facing the public R.O.W.

e. All fences must be submitted to OMARC for review and approval.

b. Fences may be installed in side yard areas per the following criteria:

1. Single family dwellings / parcels that are located on corner lots facing two public R.O.W. streets may not have fences on the side yard facing the public R.O.W.

2. Single family dwellings / parcels that abut common open space on one side may not have a fence on the side yard abutting the common open space.

3. All other single family dwellings / parcels may have fences installed in the side yard which meet the following criteria.

- a. Fences are allowed in side yards extending to the primary structure mid-point from the rear yard. Fences may extend to the rear property line or rear setback where applicable. Coordinate installation of all fences with local utility companies.
- b. Fences may be a maximum of sixty (60) inches in height.
- c. Fences may be solid, not allowing visual access to the yard.
- d. Fences may be constructed of natural wood, painted wood, or wrought iron. Other materials may be considered by OMARC on a case-by-case basis.
- e. Fences shall have the finished (smooth) side facing the abutting property. Fence designs that have alternating offset wood slats shall have the finished side facing out.
- f. All fences must be submitted to OMARC for review and approval.

c. Fences may be installed in rear yard areas per the following criteria:

1. All single family dwellings / parcels may have fences installed in the rear yard which meet the following criteria:

- a. Fences in rear yard areas may extend to the rear property line where applicable. Coordinate installation of all fences with local utility companies.
- b. Fences may be a maximum of sixty (60) inches in height.
- c. Fences may be solid, not allowing visual access to the yard.
- d. Fences may be constructed of natural wood, painted wood, or wrought iron. Other materials may be considered by OMARC on a case-by-case basis.
- e. Fences shall have the finished (smooth) side facing the abutting property. Fence designs that have alternating offset wood slats shall have the finished side facing out.

3. Duplex town homes may have fences in private yards as follows:

a. Fences are allowed in front yard areas of duplex town home structures as outlined for single family dwellings.

b. Fences are allowed in side yard areas of duplex town home structures as outlined for single family dwellings.

c. Fences may installed in duplex town home rear yard areas per the following criteria:

1. Fences in the rear yard of townhome structure may be installed per the following criteria.

- a. Fences in rear yard areas may extend to the rear property line where applicable. Coordinate installation of all fences with local utility companies.

- b. Fences may be a maximum of sixty (60) inches in height.
- c. Fences may be solid, not allowing visual access to the yard.
- d. Fences may be constructed of natural wood, painted wood, or wrought iron. Other materials may be considered by OMARC on a case-by-case basis.
- e. Fences shall have the finished (smooth) side facing the abutting property. Fence designs that have alternating offset wood slats shall have the finished side facing out.

G. Exterior Lighting

1. Outdoor or exterior lighting should ensure that functional and security needs are met in ways that do not adversely affect the adjacent properties and neighborhoods.
2. All exterior residential shall meet City of Bozeman planning and zoning requirements.
3. Public street lighting shall meet City of Bozeman planning and zoning requirements.
4. Colored lighting or variable intensity lighting is prohibited.
  - a. No blinking, flashing, or fluttering lights or other illuminated device that has changing lumen intensity, brightness, or color is permitted.
  - b. Temporary holiday decorations are exempt from this requirement.
  - c. In no case may lights be installed that cause a traffic hazard by simulating traffic control lighting or by causing a glare hazard.
5. Lighting Levels:
  - a. With the exception of lighting for public streets, all other project lighting used to illuminate buildings, parking lots, pedestrian walkways, bikeways, or the landscape, shall be evaluated during the architectural review process. The following Table 3.06 – A gives maximum lighting levels for outdoor facilities used at night averaged over the entire activity area.

Table 3.06 - A	
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Area or Activity	Footcandles (Maximum Unless Otherwise Noted)
Parking in Residential Areas	2.0 fc
Playground Areas	5.0 fc
Walkways/Bikeways away from roadside	.5 fc

Walkways / Bikeways next to roadside	.5 fc
Building surrounds – parcel lighting	1.0 fc
Pedestrian stairways	.5 fc

Sources: Illuminating Engineering Society of North America (IESNA) Lighting Handbook (2000 Addition).

b. The amount of nuisance glare (light trespass) projected onto a residential use from another property shall not exceed 0.1 foot candles at the property line. (Required street lighting is exempt from this requirement).

#### 6. Lighting Design Standards

- a. Background areas such as parking lots shall be illuminated as unobtrusively as possible to meet the functional needs of safe circulation and protection of people and property.
- b. Building entrances and outside seating areas shall be lighted to emphasize the area. Lights shall define the space without glare or undo reflection on adjacent areas.
- c. All light sources shall be concealed in keeping with City of Bozeman Standards.
- d. The style of light fixture shall be consistent with the style of the architecture and add to the character of the neighborhood.
- e. All outdoor light not necessarily for security purposes shall be minimized. Exterior lighting controlled by motion sensors or timed photo sensors are encouraged to limit the amount of ambient outside light during evening hours.
- f. No light shall be located on a building facade and directed outward toward the property boundary or adjacent right-of-way.
- g. Exterior lighting shall be incandescent, halogen or metal halide. Low pressure sodium or mercury vapor lighting may not be used.

### **Section 1.07 Residential Architectural Design Criteria**

#### A. Purpose

1. The purpose of the following architectural design criteria is to provide architects with a basic framework to organize individual designs. The character of the Oak Meadows residential neighborhood is conceived to be reminiscent of Bozeman's historic south side. Because of this, these criteria are designed to emphasize this purpose.
2. All proposed construction must be submitted for review to the Oak Meadows Architectural

Review Committee. This review is to assure proposed designs meet all Subdivision criteria and that proposed designs adhere to the neighborhood character of the development. (Please see Submittal Forms).

#### B. Architectural Character

1. In general, the architectural character desired for residential structures in the Oak Meadows neighborhoods would be reflective the craftsman and bungalow cottages found in Bozeman's historic south side. The scale of these homes will be small, so detail will be critical to add texture and character to each structure.
2. Creative architectural design is strongly encouraged. Designs that reflect a modern interpretation of the historic model will be positively considered by the OMARC. Creating a new vision for small residential structures will add to the success of the project.
3. Creative architectural design is strongly encouraged. Designs that reflect a modern interpretation of the historic model will be positively considered by the OMARC. Creating a new vision for small residential structures will add to the success of the project.
4. As conceived, the Oak Meadows neighborhoods will be pedestrian in character. Structures must emphasize this philosophy through architectural design. Front porches are strongly encouraged on all structures to create interaction between the residences and the street. Wherever possible, garage access is to be from an access alley or side street, to minimize interruptions to the pedestrian zone along the primary streets.
5. As conceived the Oak Meadows neighborhoods will emphasize variation of building design, materials, textures, and colors. As a result, adjacent lots for single or duplex structures shall not have identical housing models.
  - a. Applicants for architectural review by OMARC shall affirm and certify in the application that the dwelling structure that is the subject of the permit does not adjoin a lot, on the same block face, with the same housing model. This includes finish detail and color selections.
  - b. Structure variation must include variation of architectural design including roof lines, change in façade plane, prominent entry features, and use of color in trim and accent features, and similar techniques.
  - c. Special conditions will be reviewed on a case-by-case basis by the OMARC.

#### D. Essential Design Elements

All structures must be designed to contain basic organizing elements. These elements aid in creating visual balance for building design, and will aid in making the development visually cohesive.

##### 1. Base Element:

All structures must meet the ground through some type of base element. Visually, the base creates the structure's connection to the ground and must be perceived as a permanent and sound connection. In addition, the base element can add visual mass to a small structure and provide detail to add interest to the architectural design.

Base elements must meet the following criteria:



- a. The base element may be smooth finished concrete, brick, stone, synthetic stucco, or other material that visually creates a connection to the ground.
- b. Exposed smooth finished concrete may be no taller than eighteen (18) inches from finish grade to bottom of finish wall material (siding, etc.).
  - 1. On sloping sites the exposed concrete may extend to a maximum height of three (3) feet and step down the slope to minimize concrete exposure.
  - 2. Concrete desired by architectural design to extend above heights noted above must have an architectural finish (i.e., exposed aggregate, textured finish, colored, etc.).
- c. Finish material used as a base wainscot, (i.e., brick, stone, etc.) must transition at an interior corner. Wainscot material may not stop or change height at an exterior corner.
- d. Porches / Decks must be integrated into base design.
  - 1. Height of wainscot should match railing height or other horizontal band created by porch design.
  - 2. Trim bands should continue from main structure onto porch to visually tie porch to structure.
  - 3. Voids under porch structure must be screened with base material or lattice.

## 2. Walls and Facades

Each structure face shall be designed to create a unified image for the building. Detail that adds character to the design is strongly encouraged, and should be maintained on all wall faces. Creative use of materials is also encouraged.

Walls and facades must meet the following criteria:

- a. All facades of a structure shall be finished with similar materials and detailed to create a unified image. Accent materials and/or special detail or trim need not be repeated on all facades.
- b. Building walls shall be clad in wood clapboard siding, wood board and batten, vertically detailed tongue and groove wood boards, wood shingles, cement board siding, pre-finished corrugated metal siding, brick, and stone.
  - 1 Other siding materials may be submitted to the OMARC for approval. Material must add to the overall character of the structure and may not detract from the character of the neighborhood.
  - 2 Lap siding extending to the foundation shall terminate with a trim board a minimum of eight inches (8 in) in height.
- c. Wall finish material shall be installed in a primarily horizontal application. Accent materials and/or wall material on gable ends or other locations where a material change is appropriate, may be installed vertically. Diagonal applications of wall finish material are strongly discouraged.
  - 1 Window shutters are not allowed.

d. Material colors must be characteristic of historic Bopzeman craftsman and bungalow structures. Colors shall emphasize the character of the structure and add to the overall character of the neighborhood. Accent colors should be used for trim and material changes to add detail and character.

1. Adjacent structures must not be the same color scheme. (Attached town home structures are exempt from this requirement).

e. Variation in wall surface is encouraged. The use of projecting bay windows, recessed wall areas and wall offsets adds to the texture of the wall, and creates character to the structure.

1. No wall surface may be continuous for more than thirty feet (30 ft) without a minimum eighteen-inch (18 in) offset. This offset may be a projecting window bay, window seat, accent detail or any other type of offset. This offset does not need to extend the full height of the wall.

2. Porches on the front and back of the structure are assumed to create the required wall variation.

f. Transitions in wall finish material must occur at an inside building corner. No wall finish material may end or vary in height at an exposed outside corner.

g. Each facade of the primary structure shall have a minimum of two windows.

h. Structure front doors shall be wood or painted metal. The integration of sidelights on entry doors is strongly encouraged.

1. Sliding glass doors are not allowed on building front facades.

i. All window and door fenestration shall be surrounded with trim boards of a minimum dimension of three inches (3 in). Trim boards shall be painted an accent color to contrast the wall finish.

j. Garage doors must be recessed a minimum of five feet (4 ft) from the front facade of the structure.

1. Where a garage door is located within forty feet (40 feet) of a public R.O.W., individual garage doors shall be used for each garage stall. The maximum width of an individual door shall be eighteen feet (18 ft).

k. Designs that do not achieve these design criteria may be submitted for review to the OMARC. Each design will be reviewed on its own merit and whether or not it complements the vision of the development.

### 3. Roofs

The roof elements create the three dimensional texture of the streetscape. Variation in roof form and detail is encouraged to add character to the neighborhood. Creative use of the roof mass to provide second level living space is in keeping with the craftsman and bungalow historic models and is strongly encouraged.

Roof design must meet the following criteria:

- a. The primary roof shall be a gable or hip form with a pitch between 5:12 and 12:12.

1. Alternate roof designs and or slopes not meeting these criteria may be submitted to the OMARC for review. The proposed design must provide a unique solution that adds to character of the neighborhood.
- b. Roofs shall be clad with asphalt/fiberglass shingles; cedar shingles, natural slate, artificial slate, or cement shingles. Color shall be natural earth tones.
  1. Metal roofing may be allowed on a case-by-case basis by the OMARC.
- c. Dormers and projecting roof elements are encouraged.
  1. Shed dormers shall have a minimum slope of 3:12.
  2. Gable dormers shall have a roof slope matching the roof plane the dormer passes through.
  3. The minimum dormer width is five feet (5 ft).
  4. Different style dormers may not be combined on a single roof plane.
- d. Skylights and roof windows are allowed on all roof surfaces except those facing a public R.O.W.
  1. Bubble type skylights are discouraged.
- e. Plumbing vent stacks, furnace and boiler flues, and all other associated mechanical penetrations may not be located on a roof surface facing a public R.O.W.
  1. Routing of mechanical items is strongly encouraged to be consolidated to minimize the number of roof penetrations.
  2. Creation of false chimney elements to contain flues, vents, and other mechanical penetrations is strongly encouraged.
  3. Vents and pipe penetrations shall be painted to match roof color.
- f. Eaves shall have a minimum depth of twenty-four inches (24 in). Rake eaves shall extend a minimum of eighteen inches (18 in) from the wall plane.
  1. Bay windows and other wall projections may extend to the eave face.
- g. Gutters and downspouts shall be pre-finished metal.
  1. Color of gutter system must be complementary to building color scheme.
  2. Routing of downspouts shall be designed to minimize potential for run-off to spill onto adjacent property.
- h. Fireplace chimney elements shall be a minimum dimension of four feet (4 ft) by two feet (2 ft). Chimney may be clad in siding material, brick, or stone in a detail complementary to the overall design.
- I. Designs that do not achieve these design criteria may be submitted for review by the OMARC. Each design will be reviewed on its own merit and whether or not it complements the vision of the development.

#### 4. Porches and Decks

As a design element, front porches are encouraged on all residential structures. The front

porch creates an interaction between the residences and pedestrian zone along the street R.O.W. To be considered a “Porch” the area must be covered and incorporate a usable sitting area as well as access to the front door of the structure.

Decks are considered private gathering areas attached to the residential structure. Decks will typically be located in rear yards only. On single-family lots, decks may extend into and be visible on side yard areas.

Porches and decks must meet the following criteria:

- a. Front porches shall incorporate the main structure entry.
- b. Front porches must provide a seating area for a minimum of two people.
- c. Porches and decks serving the ground floor living space shall be not more than four feet above the adjacent sidewalk fronting the property.
- d. Porches, decks, and stairways serving these elements must be designed in accordance with the International Building Code.
- e. All front porches must have railings defining the perimeter of the porch.
  1. Porches not required to have railings by the International Building Code may be constructed without a railing.
  2. Railings shall have a wood cap piece and intermediate members running either vertically or horizontally.
- f. Porch structural members and associated railings and trim shall be painted.
  1. Wood decking shall be stained.
- h. Front porches must be covered. Porch roof design must integrate with structure form and detail.
- i. Void space below front porches or decks must be enclosed to within six inches (6 in) of finish grade with wood or vinyl lattice or building wall base material.
- j. Stairs serving front porches and decks visible from public R.O.W. must be constructed with closed risers to be monolithic in form.
- k. Stairway handrails shall be detailed to integrate with porch railing and associated porch detail.
  1. Where not required by the International Building Code, stair handrails may be omitted.
- l. Decks that are not required to have guardrails by the International Building Code may be constructed without guardrails.
- m. Designs that do not comply with these criteria may be submitted to the OMARC for review. Each design will be reviewed on its own merit and whether or not the design meets the vision of the development.

## Plan Submission Requirements

### **Section 1.08 Sketch Plan Submittal**

1. Sketch plan submittals are required for all projects within the Oak Meadows Subdivision. Sketch plan review will verify that site setback requirements have been met and that all designs reflect the design requirements outlined in the architectural guidelines.
2. All sketch plan submittals must include the following:
  - a. Form A (See Page 25) fully filled out and signed.
  - b. The following drawings on a minimum 11" x 17" sheet (maximum drawing size is 24" x 36") and a Site Plan showing the following:
    1. Drawing scale and north arrow.
    2. Property lines and setbacks.
    3. Building footprint(s), including attached porches, decks, etc.
    4. Dimensioned driveways, walkways, and surface patios.
    5. Approximate elevation of building first floor and elevation of street
    6. Approximate site grading.
    7. Conceptual drainage plan.
    8. Conceptual landscape plan.
  - c. Floor Plans (1/8" = 1'-0" minimum scale) showing the following:
    1. Overall building dimensions.
    2. Building footprint square footage and total square footage.
    3. Rooms labeled and interior dimensions noted.
    4. All window and door locations shown. Door swings shown.
    5. All floor and roof overhangs shown and noted.
  - d. Elevations (1/8" = 1'-0" minimum scale) showing the following:
    1. Principal materials depicted and labeled.
    2. Floor heights noted.
    3. Porches and decks shown accurately with associated stairs, railings, and other details.
    4. Overall building height.
    5. Roof pitch(es) indicated.

### **Section 1.09 Construction Plan Submittal**

1. Construction plan submittals are required for all projects. This review verifies each design meets the requirements of the architectural guidelines. In addition, this review is to verify comments made during sketch plan review have been incorporated into the final design.
2. All construction plan submittals must include the following:
  - a. Form B (See Page 26) fully filled out and signed.

b. The following drawings are required to be on a minimum 11" x 17" sheet (24" x 36" maximum sheet size). Site plan showing the following:

1. Drawing scale and north arrow.
2. Property lines and setbacks with dimensions.
3. Building footprint square footage and dimensioned location on the property.
4. Identification of all elements that encroach into a setback (even if specifically allowed by the architectural guidelines).
5. Locations, material, and dimension of all surface paving. Utility connections to structure.
6. Location of any ground mounted mechanical equipment.
7. Location of garbage dumpster locations (commercial projects).
8. Storm water plan with associated calculations.
9. Site grading.
10. Site lighting including detail of proposed lights.

c. Landscape plan showing planting scheme and identifying planting material and standard instruction details.

d. Floor plans showing the following:

1. All floor plans fully dimensioned ( $1/8" = 1'0"$  minimum).
2. Total enclosed square footage noted.
3. Wall and window openings shown and dimensioned.
4. Interior rooms labeled and dimensioned.
5. All overhands (floor and roof) shown and noted.

e. Elevations and sections showing the following:

1. All building elevations ( $1/8" = 1'0"$  minimum) depicting materials and detail.
2. Color/material board with samples of proposed materials.
3. All floor heights and maximum building height.
4. A minimum of one full building section at ( $1/4" = 1'0"$  minimum) showing all structural systems.
5. Wall section(s) at porch elements and o other projecting elements.
6. Other wall sections as necessary to explain construction.

## **Section 1.10 Review Process**

a. All submittals shall be mailed or delivered to:

Ironwood Development

321 East Mendenhall

Bozeman, MT 59715.

B. The Oak Meadows Architectural Review Committee will review submittals during the following week.

1. Questions that arise during the review will be addressed in writing to the applicant.
2. When the review is complete and the project is accepted, OMARC will forward a letter to the applicant identifying any conditions or corrections required for final approval.
3. Final documents incorporating necessary corrections must be submitted to OMARC for approval. The final documents will have an approval stamp affixed to each page. This approval stamp must be affixed to drawings sets submitted to the City of Bozeman for approval.
4. Individual single-family structures and duplex town-home structures on individual lots require only OMARC and City of Bozeman Building Code division approval.
5. If variances are requested in excess of the allowed relaxations in the Architectural Guidelines, the variance request must be made to the City of Bozeman Planning office. The request must be accompanied with an approval letter from the OMARC.
6. Apartment and condominium developments must apply for applicable City of Bozeman site plan review as determined by the City of Bozeman Planning Office.
7. Review and approval by the OMARC does not mean project is exempt from review by the City of Bozeman planning staff. Applicant must submit for City of Bozeman planning approval (commercial development) and building permit. Construction may not occur prior to receiving necessary City of Bozeman Approval.
8. No construction may occur until final acceptance is received by the OMARC, and the City of Bozeman Planning and Building Codes divisions.

**If any of these Architectural guidelines create a Conflict with Bozeman Building Code or the Bozeman Unified Development Ordinance (U.D.O.), the U.D.O and Bozeman Building Department Requirements will supersede these guidelines with the written approval of the OMARC.**

**FORM A SKETCH DESIGN REVIEW APPLICATION**

LOT NUMBER: \_\_\_\_\_

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

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

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

BUILDER: \_\_\_\_\_

Firm: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

ARCHITECT/DESIGNER: \_\_\_\_\_

Firm: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

LANDSCAPE ARCHITECT: \_\_\_\_\_

Firm: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

**INFORMATION**

1. Are any variances from the Oak Meadows Architectural Guidelines being requested under this application?  Yes  No

If yes, please describe the variance and the reason for it.

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2. Drawings submitted (please check):

- Site Plan
- Floor Plans
- Roof Plan
- Elevations & Sections
- Samples & Cut Sheets
- Rendered Elevation
- Landscape Plan
- Check (\$150.00 Single-family/\$200.00 Duplex)

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_



## FORM B CONSTRUCTION DESIGN REVIEW APPLICATION

LOT NUMBER: \_\_\_\_\_

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

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

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

BUILDER: \_\_\_\_\_

Firm: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

ARCHITECT/DESIGNER: \_\_\_\_\_

Firm: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

LANDSCAPE ARCHITECT: \_\_\_\_\_

Firm: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

Drawings submitted (please check):

- Site Plan
- Floor Plans
- Roof Plan
- Elevations & Sections
- Samples & Cut Sheets
- Rendered Elevation
- Landscape Plan
- Check (\$150.00 Single-family/\$200.00 Duplex)

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_