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# THE RESERVE

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**DESIGN AND DEVELOPMENT GUIDELINES  
SINGLE FAMILY RESIDENTIAL HOMESTEAD  
PHASE 4-8**



## **Condensed Guide for Building Design at The Reserve at Bear Lake** **Phases 4 through Phase 8**

(Please refer to the “The Reserve at Bear Lake Design and Development Guidelines” for further information)

### **BUILDING FORM, HEIGHT, AND MASSING**

- Building siting and massing responsive to natural topography
- Maximum building height 32 feet, lower on open, flatter sites
- Main floor structure minimum is 1,800 sq. ft. (which may include covered deck areas) , and a minimum of 3,000 square feet of living space (which may include covered deck areas) and maximum is 8,000 sq. ft (all floors) not including garage or out-buildings.
- Structure placement approval to consider view corridors from adjoining homesteads.
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### **ROOFS**

- Predominant roof pitch not less than 6 in 12 nor more than 12 in 12
- No large, unbroken expanses of roof area
- No long, uninterrupted ridgelines
- Non-reflective roof materials.
- Colors that blend with those of the natural landscape
- Wooden shingles permitted only if approved by Fire Marshal
- No glazed or barrel tiles
- Entries, pedestrian areas and parking areas protected from snow shedding

### **WALLS AND WINDOWS**

- Walls planes stepped and layered to avoid large, uninterrupted façade
- Detailing of windows and doors to give relief to the façade
- Natural building materials (stone, wood, logs, shingles and low maintenance wood looking materials may be considered)
- Stucco use limited; only in combination with other materials
- Colors to blend with those of the natural landscape
- No untreated aluminum or metal window frames; no mirrored glass
- Foundation walls of durable materials, preferably stone or timbers
- Overhead decks well supported; (Example: “undressed” 4x4’s supporting a deck would be unacceptable.)

## INTRODUCTION

The Reserve at Bear Lake is a residential subdivision that occupies an area of remarkable natural beauty. With its proximity to the national forest and its breathtaking views of Bear Lake, The Reserve is a unique piece of property. For generations, this stunning and unspoiled natural landscape will remain the most prominent hallmark of the new community.

In order to preserve the natural beauty of Bear Lake County and to promote the rural, mountain character of The Reserve, the development has been carefully master planned. Road rights-of-way have been cleared on after intensive fieldwork to identify the most pleasing and least visually intrusive alignment. The number of individual home sites (referred to as homesteads) has deliberately been kept at a very low density, primarily to preserve the environmental and visual integrity of the landscape and to allow the integration of a high-quality recreational experience. Perhaps most important in retaining the rural mountain character of The Reserve, is the limitation of buildable areas. Development envelopes have been conceptually identified within each homestead in order that homes will be located where all view corridors are protected, and where they fit most comfortably into the natural terrain. The furtherance of these goals is the focus of The Reserve's Design and Development Guidelines, sometimes referred to herein as the "Guidelines".

Specifically, the Guidelines are intended to:

- Ensure that development is consistent with the rural mountain character of the setting;
- Minimize the visibility of structures and driveways;
- Encourage design that is complementary to and preserves the natural character of the landscape;
- Protect and enhance property values; and
- Allow maximum design latitude for individual homeowners while adhering to the highest standards of land stewardship and building quality.

The Design and Development Guidelines provide conceptual direction to owners, their design professionals and contractors involved with the siting, design and construction of homes in The Reserve. They will be used by a reviewing board as general criteria to evaluate building plans. They illustrate approaches to site planning and architectural design that are compatible with the natural landscape and the desired character of the community. The overriding intent of the Guidelines is to enable every homeowner to savor the majesty and solitude of Bear Lake.

# THE SITE AND ARCHITECTURAL REVIEW COMMITTEE

## SARC RESPONSIBILITIES

The Site and Architectural Review Committee (SARC) has been created to review site work and building plans on behalf of the Homeowners Association of The Reserve at Bear Lake (the Association) for their adherence to the Design and Development Guidelines. The three members of SARC, or the consultants whom the members may engage, will have expertise in site planning and architectural design. (Please refer to the CC&R's for The Reserve at Bear Lake for information on SARC's responsibilities and procedures.)

SARC is responsible for reviewing all development within The Reserve. This includes, the following development activities:

- Any site work, grading, building construction, or other site modification within an owner's development envelope.
- Any renovation, expansion or refinishing of the exterior of an existing structure.
- Any site modifications outside and development envelope in areas where driveways or low impact uses are permitted.
- Any changes to the natural landscape, including the clearing of native vegetation, anywhere within a homestead.

The specific purpose of SARC review is to ensure conformity with the Design and Development Guidelines. SARC will also assist in explaining and clarifying the guidelines to applicants and their representatives and will communicate information in a constructive way throughout the review process. SARC's objective is to encourage good stewardship of the land and sensitive architectural expression consistent with the high standards of quality for this unique community.

The SARC review process is not in lieu of, but in addition to the Bear Lake County review process. Any application for a building or site modification permit within The Reserve must be reviewed by SARC to determine that it complies with the Design and Development Guidelines. SARC approval is necessary before access to water service is granted to the homeowner by The Association. Proof of a water connection is a prerequisite to the acceptance and approval of a building permit application by Bear Lake County.

## **THE SARC REVIEW PROCESS AND SUBMISSION REQUIREMENTS**

The SARC review process has been designed to encourage dialogue with owners early in the evolution of their plans so that physical factors and aesthetic qualities of the land can be fully understood and sensitively incorporated into the owners' land use concepts. The process is intended to be constructive, not adversarial or unduly restrictive.

To be considered complete, an application for SARC review must include all the information requested on the application form in Appendix A and listed at each step outlined below so that the review process will be as effective and efficient as possible.

Owners who are starting with an undeveloped homestead are encouraged to begin their design process with a conceptual master plan for the entire site so that proper relationships among all proposed and/or contemplated structures and site amenities can be anticipated, and the cumulative site impacts can be evaluated and minimized. A master plan evolves from a thorough understanding of the constraints and design opportunities unique to each homestead; it is intended to identify where the clustering of structures is desirable, where a separation between them is preferable, and where the access that serves all future facilities can be located to minimize the impact to the landscape. The absence of an effective master plan may affect the owner's subsequent ability to add facilities.

The cost of SARC's review, including the services of any of SARC's planning consultants, shall be covered through a fee for service paid by the applicant. Fees are based on the type of project for which SARC approval is sought and must be paid in full before the review process may commence. Any unused portion of the fee will be refunded at the conclusion of the review process. The amount of the fee required is subject to periodic adjustment by SARC. Please refer to Appendix B for a current schedule of application Fees.

There are three steps in the SARC design review process:

### **STEP ONE – THE PRE-PLANNING MEETING**

THE SARC review process commences with an informal work session with one of the SARC board members, and the homestead owner, or its representative. The purpose of this meeting is to agree on basic parameters for development of the homestead that fully respond to the desires of the owner within the constraints of the Design and Development Guidelines. Our future plans include a website for the development that will include a section used to communicate with the homestead owner to make this step of the process easier and more enjoyable.

The primary focus of the work session will be an in-depth analysis of the owner's site, its physical constraints, and the particular visual and environmental sensitivities that must guide its development. SARC's representative will review the Design and Development Guidelines with participants, discuss how they apply to the project at hand, and explain the reasoning that determined the development envelope on the owner's homestead. It is

important that the meeting take place before any conceptual plans are drawn for the owner and it is recommended that the owner prepare for the meeting by putting together a site plan of the homestead by gathering images that illustrate the style of building contemplated and by making a preliminary list of the facilities and building elements to be constructed on the site.

The outcome of the work session will be a mutual understanding of the site constraints, the design opportunities unique to the site, the potential visual impacts on neighboring homesteads, the possibility of environmental impacts that may require mitigation, and any other site-specific concerns that the developer and the SARC members may have. It is expected that this early dialogue will give the owner constructive input when he is most able to use it and, in this way, will avoid the adversarial and potentially expensive effort that often attends conventional design review procedures.

At the discretion of SARC, the requirement for this meeting may be waived for applications that concern minor changes to existing structures or landscape.

#### **SUBMISSION REQUIREMENTS FOR THE PRE-PLANNING MEETING**

- A site survey of the homestead showing platted property boundaries and, at least within the development envelope and the driveway corridor, topography at 2-foot contour intervals.

#### **STEP TWO-CONCEPTUAL DESIGN REVIEW**

Formal SARC review begins with the owner's submittal of conceptual site and building plans. Conceptual review is intended to provide more detailed direction and guidance to the owner by the specific identification of any site or development issues and concerns that, in the opinion of SARC, must be resolved.

Conceptual drawings typically indicate overall design and site planning directions, but are not intended to fully resolve all technical or design issues. They illustrate (1) the siting of conceptual building program elements; (2) the preliminary resolution of building form and massing; (3) the owner's general thoughts about architectural character, style and materials; (4) the visual and functional linkages; (5) the view relationships with neighboring sites; (6) the grading required for driveway access and the siting of the building; and (7) the general extent of site disturbance.

#### **SCHEDULING A CONCEPTUAL REVIEW MEETING WITH SARC**

Upon request by the applicant, a conceptual review meeting of SARC may be scheduled with three weeks advance notice. The conceptual review step includes submitting a complete package of conceptual plans to SARC no later than one week prior to the scheduled meeting.

SARC will evaluate the conceptual plans for conformity with the Design and Development Guidelines and the concepts discussed during the pre-planning meeting.

Within one week following the conceptual review meeting, SARC shall issue a written response to the applicant that records outstanding issues and concerns and summarizes SARC members' comments. If unresolved issues appear to warrant it, SARC may recommend an interim meeting with the applicant before his plans are finalized and submitted for final review (step three).

## **SUBMISSION REQUIREMENTS FOR CONCEPTUAL REVIEW**

Applicants for conceptual design review shall submit the following materials:

- A conceptual site/grading plan indicating the proposed boundary of the development envelope, the driveway corridor, and the driveway alignment within it, the location of all planned improvements and structures, including outdoor activity areas, fencing, retaining walls, and water features; all utility lines, and any related utility easements required by service providers.
- Conceptual floor plans, roof plans, sections, and elevations of all structures, including accessory buildings. Building plans and elevations shall be at a minimum scale of ¼ inch = 1 foot.
- A preliminary landscape plan showing all trees and other native vegetation to be removed and illustrating overall landscape and re-vegetation concepts on the site. The plan shall show new plant massings and describe generally the types and quantities of plants (trees, shrubs, ground covers) to be added to the site. The owner is required to plant a minimum of 10 trees. A blend of 2" minimum caliper shade trees and 8 foot minimum spruce trees are an example of what would be approved.
- A description of desired exterior finishes, building and driveway materials, and colors.

## **STEP THREE – FINAL PLAN REVIEW**

### **SCHEDULING THE FINAL MEETING WITH SARC**

Final plan review cannot occur prior to the completion of conceptual review. Upon request by the applicant and with at least four (4) weeks advance notice, an on-site field visit and a final review meeting of SARC will be scheduled. A complete package of final plans must be submitted to SARC no later than one week prior to the scheduled meeting.

SARC will review the construction drawings and final site plans for conformity with the Design and Development Guidelines and determine that all outstanding issues discussed in previous review sessions have been resolved.

Within fourteen (14) days of the meeting, SARC, in its sole discretion, shall either approve, approve with conditions, or disapprove the final plan in writing. Written notice of approval will be sent to the applicant. If an application is denied, the applicant may resubmit a revised plan at any time. Subsequent review may be subject to the payment of an additional fee.

## SUBMISSION REQUIREMENTS FOR FINAL REVIEW

The final submission package shall respond to issues raised by SARC in earlier phases of review and shall include the materials listed below:

- Final site plan indicating layout and dimensions of the development envelope, all building and accessory elements, the driveway, all utilities, and all landscaped areas. All utility or other easements must be surveyed and clearly indicated on the plan with bearings and distances, which dimensions must correspond to a legal description.
- Final building floor plans, roof plans, sections, and elevations at a minimum scale of  $\frac{1}{4}$  inch = 1 foot.
- Final grading and drainage plan.
- Final landscape plan detailing all plantings by species, size and quantity. Native, low-water plant species are strongly recommended. A minimum of 10 trees is required.
- Irrigation plan, indicating water source and, if served from The Reserve's central water system, the estimated water usage.
- Final material samples, specifications, product cut sheets, and color samples for all exterior finishes.
- Construction details, sections and elevations as needed to illustrate design intent and any accessory elements such as swimming pools, spas and other outdoor facilities.
- Exterior lighting plan, to include maximum wattage with cut sheets or details of all fixtures.
- Details of proposed entry monument and/or gates, if any.
- Development phasing plan, if appropriate.
- Construction staging, tree protection, dust control, and erosion control plan.

In addition to all drawings and materials listed above, the applicant shall stake the corners of the primary structures, the centerline of the proposed driveway, and the limits of site disturbance. SARC will conduct an on-site review of the staking in conjunction with the final review meeting with the applicant.

## ZONES AND PERMITTED USES

### HOMESTEAD ZONES

Each homestead is comprised of three zones: (1) the development envelope, which is defined as an area that makes up approximately 50% of your lot (plus or minus depending on circumstances) that **can** be disturbed during development of your homestead; (2) the driveway corridor, which is defined as a path that construction vehicles will use that will end up being your final driveway (plus or minus 20 feet on either side); and (3) the natural open space zone, which is defined as the remaining 50% of your lot not included in the development envelope that the lot owner makes a good faith effort to keep in its' natural state. A conceptual site analysis diagram should be submitted to SARC, in rough draft form, by the lot owner, as a suggested general location of the development envelope and a possible location for the driveway corridor.

### THE DEVELOPMENT ENVELOPE

Homesteads within The Reserve have been designed to optimize views, facilitate driveway access, and to encourage development that conforms to the natural terrain with minimal grading. The property boundaries of each homestead have been determined with the objective of promoting the rural, mountain character of the community, the key components of which are maximum visual separation and privacy between homesteads and minimal visibility of development as viewed from outside The Reserve.

A conceptual site analysis diagram for each lot has been prepared by the developer to suggest the best location for the center of the development envelope. In consideration of the size of the homesteads and the desire to provide the owner with maximum design flexibility, SARC will consider proposals for alternative development envelopes on any lot, provided it can be conclusively demonstrated that the alternative accomplishes the objectives outlined above. If SARC and the owner cannot agree that the alternative development envelope accomplishes the planning objectives of the Reserve, then the conceptual development envelope indicated on the site analysis diagram will constitute the default location. Once a development envelope has been established, the owner then must abandon all other possible development envelopes.

In order to maintain a defined edge between improvements and the natural environment, all structures and site improvements except the driveway must be contained within the development envelope. This includes the primary residential structure, detached garages, and all ancillary uses such as dog runs, gardens, lawns, paved areas, pools, and other recreational facilities.

An owner is not permitted to exceed 50% of the total area of the owner's lot as total site coverage within the development envelope. "Total site coverage" is defined to include the footprint of all structures as well as the area of all paved recreation areas and hard surfaced parking spaces. The driveway, up to the point where it widens in front of the garage, is not included in the total site coverage; its area will be determined largely by topography and will vary in length from one homestead to another. Exceptions to the

total site coverage limit may be requested and may be approved by SARC, provided the development area is not visible from off-site.

## THE DRIVEWAY CORRIDOR

The location, alignment and size of the driveway corridor will be determined during the design and approval process. Suitable driveway alignments have been identified for all homesteads, but the owner may modify the location of the corridor and the point of access from the main road provided it is clear from his plans that the change does not exacerbate site impacts and provided it is approved by SARC. The dimensions of this zone shall not exceed the disturbed area of site work required for driveway construction. When a homestead will front a paved road, it will be required that the first 100 feet of the driveway be paved.

## THE NATURAL OPEN SPACE ZONE

This zone encompasses all areas of the homestead that are outside the development envelope and the driveway corridor. No development activity is permitted in this zone except for land management, maintenance of roads and common facilities, and utility construction. Cabin mix seed re-vegetation is recommended. Planting of trees in the open zone is permitted, impact must be minimal and approved by SARC.

## PERMITTED USES

### THE DEVELOPMENT ENVELOPE

A development envelope has been established for each homestead in The Reserve, but its location may be adjusted during the design review process in SARC determines that the design and Development Guidelines are not compromised and if it approves the revision.

Permitted uses within the development envelope are:

- Single-family homes.
- Recreational facilities such as swimming pools and spas.
- Building pad grading approved by SARC.
- Low-level site lighting not visible from off-site.
- Approved ranch fencing.
- All uses listed under driveway corridor below.

### THE DRIVEWAY CORRIDOR

Permitted activities within the driveway corridor include:

- Vegetation removal and re-vegetation with native plants.
- Road bed grading and paving.
- Drainage improvements and erosion control measures.
- Retaining walls and other slope stabilization measures.

- Utility service extensions.
- Low-level lighting to illuminate the address signage.

## THE NATURAL OPEN SPACE ZONE

Permitted low impact users:

- Hiking trails.
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Prohibited uses:

- Site work or grading not approved by SARC or Bear Lake County.
- Buildings of any kind.
- Exterior lighting.
- Vegetation removal, except as approved by SARC.

## DESIGN STANDARDS

### SETBACKS

General setback requirements will vary for each homestead, and must equal or exceed Bear Lake County standards; they will be established by the final development envelope approval by SARC.

### DRIVEWAYS AND PARKING

These necessary functional elements must be located to minimize disturbance of vegetation, avoid unnecessary cuts and fills, and reduce their visibility from the main road. The primary goal in planning the driveway is to work with, not against, variations in the natural topography and to avoid scars on the land that would be difficult to re-vegetate or restore to a natural appearance.

All homesteads that front a paved road must pave at least the first 100 feet of their driveway.

All reasonable efforts shall be made to minimize the visual impact of driveways and to screen them from frontal road with earth forms and landscaping. Driveways should curve as soon as practical to avoid exposing a long linear view of the drive from the main road.

All homesteads must provide for their own parking requirements within their development envelopes, as no parking will be permitted along the roads within the community. Parking along the road for large special events, such as weddings, must be approved in advance by the Association. Each homestead must provide one parking space per bedroom. Garages that house as many of these spaces are highly encouraged.

HOA approval is required for: exterior parking of accessory vehicles, such as vans, boats, trailers, mobile homes, recreational vehicles, or tractors everywhere within The Reserve.

### GRADING

The objective in site grading shall be to preserve the integrity and form of the natural landscape by responding sensitively to existing topography and maintaining the natural pattern of drainages, washes and creek beds. All work on any site must be done in a manner that minimizes disruption to natural ecosystems and the alteration of existing topography. Development envelopes have been identified in locations that generally avoid important natural features and steeper slopes, thus facilitating sensitive sighting and reducing the amount of grading that will be necessary to construct buildings and site improvements.

Grading shall occur only within the development envelope and the driveway corridor. In exceptional circumstances, grading elsewhere may be approved by SARC, but only when the work is carried out by the Association as part of its land management responsibilities.

### DRAINAGE

Major natural drainages that traverse the homesteads shall be maintained in their original condition. Eroding areas must be stabilized and re-vegetated.

Where construction and development will obstruct natural drainage patterns, surface runoff should be carefully redirected to existing streambeds or new swales designed to look natural. Swales may be required above new cut or fill slopes to protect them from erosion. Subsurface drainage systems are not recommended in this climate.

Paved and impermeable surfaces, other than driveways, should be minimized. Concentrated drainage onto neighboring properties in excess of pre-existing, naturally occurring volumes is not permitted.

## RETAINING WALLS

All retaining walls must be approved by SARC.

Wherever possible, retaining walls should appear to be an extension of the residence and are subject to the same criteria relative to color, materials, and durability as the building itself. If not connected to the residence, walls should be constructed of architectural materials compatible with those employed in the residence.

The maximum total vertical exposure of approved walls shall not exceed either (8) feet unless SARC determines that an exception is warranted because of extraordinary circumstances or unavoidable topographic constraints. Where walls taller than eight feet would be required to solve a grading issue, terracing with multiple walls is recommended, with a plantable area of at least 30 inches between each wall section.

## UTILITIES

All utility lines shall be underground and contained within the driveway corridor or the development envelope unless an exception is approved by SARC. Any approved utility alignments that do not follow the driveway corridor must be re-vegetated with native plantings to restore them to a natural appearance.

All above-ground utility appurtenances shall be approved by SARC and must be screened from view and sited according to guidelines for service and emergency access provided by each utility. Electrical transformers shall be located where they are not visible from the main road and should be screened from view with vegetation, stone walls, or earth forms. Satellite dishes must be approved by the SARC.

## SEWAGE DISPOSAL

All building sites within Phase 4 through Phase 8 of The Reserve will be served by The Fish Haven Sewer District.

## PLANTING

The emphasis in landscape design throughout The Reserve shall be to create the appearance of an undisturbed natural landscape. Planting compositions that echo natural vegetative patterns and plant species that are indigenous to the local area are required everywhere outside the development envelope and strongly recommended within it.

To preserve the natural landscape, no new planting or removal of existing vegetation will be allowed outside the development envelope or the driveway corridor except as approved by SARC for landscape restoration.

All disturbed areas that are not paved or graveled shall be re-vegetated with appropriate native plant materials. Homeowners are encouraged to utilize plant materials that require little water other than that initially required for their establishment and to use slope-stabilizing shrubs and ground covers on new cut and fill banks.

The design and scale of newly landscaped areas must reflect and integrate well with the natural mountain landscape. New plantings should complement native plant communities and should be visual extensions of existing vegetation masses and edges. Plant massings should look natural in form, scale, and position on the land. Plant species shall be native, except in limited areas near the primary residence, where non-natives are permitted. Care should be taken to choose plant materials, whether native or not, that are suited to the microclimatic variations in sunlight, soil, and moisture conditions in the locations where they will be placed.

A mix of sizes for newly planted trees is desirable to emulate natural patterns of forest growth. Minimum height for new coniferous trees shall be six (6) feet, with fifty percent of new trees measuring over eight (8) feet; minimum caliper for new deciduous trees shall be one to one and a half inches, with fifty percent having a caliper size over two (2) inches.

Within the development envelope, plantings in areas immediately adjacent to the residence are not restricted and may include ornamental plants that are not native to the local area. Trees within the development envelope shall be native.

A layer of mulch at least three inches deep is recommended in all plant beds to reduce evaporation of moisture from the soil.

## WATER CONCERNS AND IRRIGATION

The central water supply for The Reserve shall be the usual source of water for irrigation or other water features within the development envelope; however, private water wells may be allowed in approved locations. Please review Section 9.4 Limitation on Water Usage of the “Declaration of Covenants, Conditions and Restrictions for The Reserve at Bear Lake.”

## SWIMMING POOLS

All swimming pools must receive SARC approval.

## EXTERIOR LIGHTING

Outdoor lighting will be carefully reviewed to assure that neighboring properties are protected from direct light sources and that everyone can enjoy an undiminished night sky. Site lighting will be approved where it is necessary for safety and easy identification of driveway and building entries and only when it cannot be seen from nearby homes or from any main roadway.

Exterior lighting will not be permitted anywhere outside the development envelope and the driveway access corridor. In the driveway corridor, one low-intensity light with a hidden source is allowed where the entry drive intersects the main road for the sole purpose of locating the entry and illuminating the address sign. Additional low-wattage lights are permitted along the driveway wherever needed to illuminate curves.

Within the development envelope, the illumination of vegetation or structures with up-lights will be approved only if not visible from off-site. Fixtures should shield the lamps so that the light source cannot be seen. Clear glass lenses are acceptable only with low wattage bulbs.

Floodlighting and “moonlighting” (lights suspended from trees) are prohibited.

## FENCING

There are two categories of permitted fencing: fencing that is within the development envelope and fencing elsewhere within the homestead.

Fencing outside the development envelope is permitted only along the main roads and common area edges. If an owner desires to install a fence outside his development envelope, he must obtain SARC approval to construct it. The fencing should be coordinated with existing fences in his immediate neighborhood.

Within the development envelope, fencing, garden walls, dog runs, privacy walls and corrals must appear as an architectural extension of the building and be constructed of the same or compatible materials. Perimeter and lot line fencing is prohibited unless approved by SARC.

No fencing of any kind is permitted within the driveway corridor.

## SIGNAGE

Owners will be permitted to install approved address signage at their driveway entries, but their design must generally conform to this natural stone motif and cannot be larger than four feet in any dimension.

Trail makers for private and public trails within The Reserve and “No Trespassing” signs at the perimeter will be posted and maintained by the Association.

Signs advertising property for sale must be approved by SARC. One “For Sale Sign” design will be used by all Realtors and all other signage must have SARC approval everywhere within The Reserve.

## GATES

While it is not encouraged, owners are permitted to install entry gates of an approved design at all distance adequate to make the gates inconspicuous from the main road. Owners who choose to do so must provide turn-around space outside the gates where visitors who arrive at locked gates would otherwise be required to back out a long or narrow drive. Gates must be located at least fifteen (15) feet from the edge of the main road right-of-way. The distance between gateposts must be four feet wider than the driveway, and that the gates open inward. If electronically operated, the gates should be equipped with a receiver to permit emergency services and snow-plow operators to access the property with a transmitter, if the gates are locked, an approved lock box must be installed.

## WILDFIRE MANAGEMENT

Wildfire is always a serious hazard in a high-elevation mountain environment, particularly in relatively remote, semi-arid areas. In order to mitigate the risk of wildfire, all building, site, and landscape plans shall meet the local fire marshal recommendations.

Fuel breaks in native vegetation are recommended within 30 to 100 feet of structures. All fuel breaks are to be maintained by the owner.

## PETS AND WILDLIFE

Dog runs and animal pens must be enclosed and covered to protect pets from predators. To protect birds and wildlife, dogs and cats must be accompanied and on a leash at all times when outside the immediate residence compound. Owners will be assessed severe fines for free-roaming pets.

All outdoor trash containers must be of approved, animal-proof designs. All trash must be kept in completely enclosed structures.

## RECREATIONAL VEHICLES

Please review Section 7.27 Limits on Certain Vehicles of the “Declaration of Covenants, Conditions and Restrictions for The Reserve at Bear Lake.”

## ARCHITECTURAL DESIGN STANDARDS

The primary objective of The Reserve's architectural guidelines is to reduce off-site visual impacts of development through sensitive massing, colors, and selection of materials. The guidelines govern architectural elements such as building massing, roof form, and the color and reflectivity of materials. Within these general parameters, they are intended to give owners and their architects as much flexibility as possible to design living environments that suit the owners' individual needs and tastes.

### ARCHITECTURAL THEME AND STYLE

These guidelines do not mandate an identifiable architectural style or theme; instead, owners are required to design with materials and forms that reflect the mountain character of the site, and its climate in order to create places intimately connected with nature. Imitation of non-indigenous styles that are closely identified with other geographies is strongly discouraged.

Where the owner's development plan anticipates more than one structure, within the development envelope, the buildings should be unified by a consistent vocabulary of architectural design elements, materials, and colors.

### BUILDING FORM, HEIGHT AND MASSING

It is essential that buildings in The Reserve appear harmonious with their mountain environment and that they allow the natural landscape to dominate the distant views of the community.

Maximum building heights may vary from site to site, depending upon: (a) the scale of natural features; (b) the visibility of the building site from a distance and from adjoining homesteads. On certain lots, where a gentler landform, clearings in the tree cover, or more open vistas make development more visible from adjacent sites, two-story building elements and steeply pitched roofs will be discouraged in favor of more horizontal massing of the structure.

SARC is specifically empowered to require modifications of a proposed development envelope and/or restrict building heights if, in its discretion, SARC determines that (a) the structures would be visually intrusive; or (b) negatively affect primary view corridor of an adjoining homestead as previously approved by SARC or as shown in the conceptual site analysis diagram prepared by the developer.

### ROOF DESIGN

From a distance, roofs are often the most visible architectural element of a building. In a rural setting, where it is desirable to minimize the presence of development, design decisions regarding roof form, line, and color are extremely important.

Roof design should reflect the forms of the adjacent landscape. Where view corridors will not be affected, steeply pitched roofs will be considered. Primary roofs shall be pitched at not less than 6:12 and not steeper than 12:12.

Large unbroken expanses of roof area shall not be permitted. Long, uninterrupted ridgelines are strongly discouraged and will not be permitted unless SARC determines that other building elements make the ridgeline less conspicuous. This determination will be handled on a case-by-case basis, with visibility being the primary criterion.

Eave lines that project beyond the building walls are recommended in order to minimize reflections from glazing, create shadow patterns on the building walls, and protect south-facing interior spaces from glare caused by the low angle of the winter sun.

Roof materials must be non-reflective, with color values and hues that match the darkest values and hues of the natural landscape in the immediate vicinity.

## EXTERIOR WALLS AND WINDOWS

Continuous flat wall planes shall be avoided. Building elevations visible from off-site should be horizontally and vertically stepped to avoid large uninterrupted wall surfaces that would be distracting, out of place, and overly visible in the landscape. Recessed windows and doors are also encouraged to create shadow effects and give deeper relief to the facades. Special care will be extended to allow flexibility for lake and canyon views. The layering of projecting elements at ground level is encouraged to help to anchor large structures more effectively to the ground.

Building materials should reflect the natural surroundings. Allowed exterior materials include stained or natural wood, stone, shingles, and logs. Stucco is also permitted, but only when used in combination with these other natural materials; large unbroken surfaces of stucco are strongly discouraged. Overall use of stucco is limited to a maximum of 40%. Other materials proposed by the owner may be considered by SARC.

Exterior walls shall match the medium color and values of the immediate natural landscape. Color samples are required at both conceptual design review and final plan review. Mirrored glass windows are not permitted.

## BUILDING FOUNDATION WALLS

Buildings must be genuinely subordinate to the natural landscape and should appear to grow out of the landform, never perched or suspended about the site. In well grounded buildings, the foundations become a platform that defines the exterior perimeter of both indoor and outdoor living spaces and sets the character of the transition between nature and the built environment. Solid foundation materials that express durability in a harsh climate are a key element in the architecture of mountain environments.

## CONSTRUCTION MANAGEMENT STANDARDS

### COMPLIANCE DEPOSITS

Each owner is responsible for any damage caused to roads, ditches, fences, trails, natural drainage courses, utilities, Association property, or other homesteads or property during the construction of improvements or other activities on his homestead. Each owner is also responsible for any damage caused by utility cuts in roads, washouts and runoff damage caused failure to install culverts property and to repair any such damage in a timely manner. From time to time, the Association may adopt rules and regulations to enforce these provisions, including the requirement for deposits at the time of approval by SARC to ensure the repair of any damage caused to The Reserve infrastructure during construction activity performed at the direction of an owner.

### MANAGEMENT OF CONSTRUCTION ACTIVITY

Efficient management of construction activity is necessary in order to minimize site disturbance and protect each owner's privacy and views. Construction personnel are the responsibility of the owner.

Construction staging and storage of building materials shall take place only within the development envelope, and building materials must be delivered directly to a storage area at the construction site. The staging area, all construction materials, and trash disposal bins shall be located in as compact an area as possible close to the approved building site, wherever they are the least visible.

Construction personnel are permitted to park only within the driveway corridor and the development envelope. No construction vehicles may park on roads outside the areas specified, nor is trespassing by workers permitted outside these areas.

No firearms or unchained dogs shall be allowed on construction sites.

Noise from radios and other electronic devices shall not be audible more than 200 feet from the center of the construction site.

2<sup>nd</sup> written warning results in \$500 fine.

### PROTECTION OF THE CONSTRUCTION SITE

Plans detailing fugitive dust control measures, temporary erosion control measures, and staging locations and procedures during construction are required for approval by SARC before application for a building permit may be submitted to the County and before construction may begin.

The contractor is responsible for disposing of excess dirt and vegetation cleared from the building site and is expected to keep the community's main roads clean. Unpaved access

must be watered for dust control during construction. Construction access on-site should be graveled to reduce airborne dust.

2<sup>nd</sup> written warning results in \$500 fine.

#### COMPLIANCE WITH COUNTY REQUIREMENTS

Applicants may be required to meet additional Bear Lake County construction regulations as a condition of obtaining a building permit. The requirements of Bear Lake County or SARC, whichever are more stringent, shall govern construction activity.

**APPENDIX A:  
RESIDENTIAL APPLICATION FORM**

**THE RESERVE AT BEAR LAKE  
SITE AND ARCHITECTURAL REVIEW COMMITTEE (SARC)**

Homestead number \_\_\_\_\_  
 Application Date: \_\_\_\_\_  
 Application Fee: \_\_\_\_\_

Check the appropriate box (es) for this application.

TYPE OF REVIEW	PRE-PLANNING MEETING	CONCEPTUAL REVIEW	FINAL PLAN REVIEW
New single-family Residence			
New Accessory Structure <ul style="list-style-type: none"> <li>• Other (specify) _____</li> </ul>			
Structure Renovation	N/A		
Site/Landscape Modification	N/A		
Miscellaneous (specify) _____			

**GENERAL SUBMITTAL INFORMATION:**

- An application will be deemed complete and accepted only after all information requested below and on the Checklist for Plan Evaluation is provided to the Site and Architectural Review Committee. (SARC).
- All plans must conform to the provisions of the Covenants, Conditions and Restrictions of The Reserve at Bear Lake (the “CC&R’s”) and the Design and Development Guidelines (the “Guideline’s”).
- The appropriate fee must accompany the application (see attached Schedule).
- Please contact a SARC representative with any questions about the application.

As the owner of the above-referenced homestead, I hereby authorize this application and I acknowledge that I have read and will comply with all of the provisions contained in the CC&R’s and Guidelines including the Construction Management Standards of The Reserve at Bear Lake.

Owner’s Signature: \_\_\_\_\_  
 Printed Name of Signatory: \_\_\_\_\_  
 Date: \_\_\_\_\_

**SECTION I - CONTACT INFORMATION**

A. Name of Owner(s): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_  
E-mail address \_\_\_\_\_

B. Name of Applicant: \_\_\_\_\_ Firm: \_\_\_\_\_  
Relationship to Owner(s): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_  
E-mail address \_\_\_\_\_

C. Name of Architect or Designer: \_\_\_\_\_ Firm: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_  
E-mail address \_\_\_\_\_

**SELECTION II – PROJECT DATA**

A. Lot Acreage: \_\_\_\_\_

B. Development Envelope Acreage: \_\_\_\_\_

C. Proposed Floor Area: \_\_\_\_\_ sq. ft.

Primary Unit: \_\_\_\_\_ sq. ft.  
Secondary Unit: \_\_\_\_\_ sq. ft.  
Accessory Unit: \_\_\_\_\_ sq. ft.  
Accessory Unit: \_\_\_\_\_ sq. ft.  
Garages: \_\_\_\_\_ sq. ft.  
Undeveloped: \_\_\_\_\_ sq. ft.  
Total: \_\_\_\_\_ sq. ft.

D. Number of Bedrooms, All Units: \_\_\_\_\_

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

Total Parking \_\_\_\_\_

**SECTION II – PROJECT DATA (CONTINUED)**

F. Number of Kitchens: \_\_\_\_\_  
 Number of Bathrooms: \_\_\_\_\_  
 Number of Fireplaces: (a) Gas: \_\_\_\_\_  
 (b) Wood burning: \_\_\_\_\_

G. Proposed Building Height: \_\_\_\_\_ feet.  
 (Submit drawing of building height calculations drawn over building elevations).

**H. List of Materials**

<b>Building</b>	<b>Type of Material</b>	<b>Specifications, Product color</b>
Roof (Pitch is _____)	_____	_____
Other Wall Materials	_____	_____
Utility Meters (Locate on plans)	_____	_____
Fascia	_____	_____
Soffits	_____	_____
Windows	_____	_____
Window Trim	_____	_____
Exterior Doors	_____	_____
Garage Doors	_____	_____
Door Trim	_____	_____
Hand or Deck Rails	_____	_____
Flues, Caps	_____	_____
Flashings	_____	_____
Chimney Enclosures	_____	_____
Trash Enclosures (Locate on plans)	_____	_____
Greenhouses	_____	_____
Exterior Lighting Fixtures (Attach cut sheets)	_____	_____
Gutters	_____	_____

**SECTION III – STRUCTURE RENOVATION**

A. Describe structure(s) and proposed renovation:

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B. Plan requirements:

- 1) Submit photographs or previously approved plans
- 2) Submit one (1) full-size set and one (1) 11” x 17” reduction set of plans as appropriate

**SECTION IV – SITE/LANDSCAPE MODIFICATION**

A. Describe proposed site/landscape modification:

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B. Plan requirements:

- 1) Submit photographs or previously approved plans.
- 2) Submit one (1) full-size sets and one (1) 11” x 17” reduction sets of plans as appropriate

## CHECKLIST FOR PLAN EVALUATION

### NECESSARY INFORMATION ON ALL DRAWINGS

- Homestead number, date, and scale
- North arrow
- Plans

### NECESSARY INFORMATION ON SITE PLANS

- Existing and proposed contours at two foot intervals (will be provided from developer on request)
- All property lines
- Proposed limits of the development envelope and the driveway corridor
- Driveway grades
- Existing and proposed utilities, and utility easements
- Limits of site disturbance
- Footprints of all proposed structures and other site improvements
- Exterior lighting locations
- Calculation of total site coverage (not to exceed 50% of total lot area..)
- Proposed finish grades and ground floor elevations
- Proposed building heights above existing grade.

### NECESSARY INFORMATION ON BUILDING PLANS

- Proposed finish floor elevations on each level
- Roof ridge heights above existing grade (in section)
- Building dimensions for all structures
- Floor area calculations for the primary structure, guest house, and out-building

### CHECKLIST OF SUBMISSION REQUIREMENTS FOR PRE-PLANNING MEETING

- Completed application form (Appendix A)
- Fee \$\_\_\_\_\_ (see Appendix B)

### CHECKLIST OF SUBMISSION REQUIREMENTS FOR CONCEPTUAL DESIGN REVIEW

- Plan drawings” one (1) set of full size blueprints at 1” = 20’ and five (5) sets of 11” x 17” reductions for each of the following:
  - Conceptual site/ grading plan
  - Conceptual building floor plans
  - Conceptual roof plan
  - Conceptual building sections and elevations
  - Preliminary landscape plan
  - Description of preliminary choices of finishes, materials, and colors

## CHECKLIST OF SUBMISSION REQUIREMENTS FOR FINAL PLAN REVIEW

- Updated application form
- Compliance deposits
- Plan drawings one (1) set of full size blue prints at 1" = 20' and one (1) set of 11" x 17" reductions for each of the following:
  - Final site plan
  - Final landscape plan
  - Final building floor plans
  - Final building sections and elevations
  - Construction details as necessary to illustrate design intent for buildings, site features and accessory elements, including entry monuments and gates
  - Exterior lighting plan
  - Development phasing plan, if applicable
  - Construction staging plan
  - Temporary erosion control and tree protection plan
  - Final material samples, specifications, product cut sheets, and color samples

## CHECKLIST FOR EVALUATING SITE PLANS

### VISIBILITY AND SETBACKS

- All site improvements contained within the development envelope
- Minimal visibility of primary structures from a distance
- No intrusion of structures into neighbors' primary view corridors
- All setbacks must meet minimums set by Bear Lake County.

### DRIVEWAYS

- Alignment minimizes cuts and fills and disturbance of natural vegetation
- Safe point of access from road
- Driveway width (minimum 15 feet)

### PARKING

- Parking spaces consistent with number of bedrooms.
- Three parking spaces covered, attached or detached garage
- No excessively large paved areas

### GRADING AND DRAINAGE

- Screening berms natural in form
- Minimal disturbance to natural drainages
- Drainage resolved on-site; no concentrated drainage onto neighboring properties
- Bridges and culverts indicated where necessary

### RETAINING WALLS

- Walls over four (4) feet in height certified by a civil or structural engineer
- No walls over eight (8) feet in height
- Walls attached to building foundations preferred
- Stone or other facing materials compatible with architecture of the house
- No concrete block, raw poured-in-place concrete

### UTILITIES AND WAST DISPOSAL

- All utility lines underground
- Utilities within the driveway corridor, or alternate alignment to be approved
- Utility easements indicated on site plan
- Transformers and other above-ground utility boxes in screened location
- Satellite dishes screened and non-reflective black
- Septic system design certified by civil engineer (if applicable)

- Specific location of septic system approved by Bear Lake County Health Department (if applicable)

#### PLANTING

- All disturbed areas adequately re-vegetated with native plants
- Transition from structured to natural landscape well detailed
- No non-native plant species outside the development envelope
- Species appropriate for microclimate conditions
- Planting design compatible with patterns in natural vegetation
- Minimum conifer size six (6) feet, with 50% over eight (8) feet in height
- Minimum caliper size of deciduous trees 1 – ½ inches, with 50% over 2 inches
- Thinning of vegetation outside the development envelope only with approval
- Removal of existing trees only with approval
- Lawn area minimized and contained within the immediate area of the residence

#### WATER

- Water connection approved by SARC
- Water meter required
- Drip or spay irrigation systems only; soil moisture monitoring device required

#### EXTERIOR LIGHTING

- No direct light sources visible from off-site vantage points
- No site lighting outside the development envelope and the driveway corridor
- No floodlights or “moonlighting”

#### FENCING, SIGNAGE AND GATES

- Materials to match the architecture of the residence or an approved rail fence design
- No fences along the driveway
- Design for address signage compatible with The Reserve’s stone motif
- Address monuments no larger than four (4) feet in any dimension
- Entry gates set back from road and four (4) feet wider than driveway
- Gates operable in owners’ absence for emergency and snowplowing

#### PETS

- Dog runs and animal pens enclosed and covered
- Trash area completely enclosed

## CHECKLIST FOR EVALUATING BUILDING DESIGN

### ARCHITCTURAL VOCABULARY

- Building compounds unified by consistent architectural elements and materials

### BUILDING FORM, HEIGHT, AND MASSING

- Building sighting and massing responsive to natural topography
- Maximum building height 32 feet, lower on open, flatter sites
- Structures not visually prominent from adjoining homesteads

### ROOFS

- Predominant roof pitch not less than 6 in 12 nor more than 12 in 12
- No large, unbroken expanses of roof area
- No long, uninterrupted ridgelines
- Non-reflective roof materials
- Colors that blend with those of the natural landscape
- Wooden shingles permitted only if approved by Fire Marshal
- No glazed or barrel tiles
- Entries, pedestrian areas and parking areas protected from snow shedding

### WALLS AND WINDOWS

- Walls planes stepped and layered to avoid large, uninterrupted façade
- Detailing of windows and doors to give relief to the façade
- Natural building materials (stone, wood, logs, shingles)
- Stucco use limited; only in combination with other materials
- Colors to blend with those of the natural landscape
- No untreated aluminum or metal window frames; no mirrored glass
- Foundation walls of durable materials, preferably stone or timbers
- Overhead decks well supported; no exposed posts

### ENERGY CONSERVATION, FIREPLACES, CHIMNEYS AND VENTS

- Energy conservation measures incorporated into building plans
- Number and type of fireplaces indicated on plans
- Fireplaces in compliance with County standards
- Chimneys of inflammable material, preferably stone or masonry
- Non-reflective flues and vents
- Approved spark arresters or screens or chimney outlets
- Vents concealed and protected from damage by snow creep and snow shedding

### FIRE PROTECTION AND WILDFIRE MANAGEMENT

- Roof materials rated U.L. Class A or approved by PCFSD
- Main water lines six inches minimum diameter
- Water service lines to individual residences 1 – ½ inches minimum diameter
- Fuel breaks within 30 to 100 feet of structures

## CONSTRUCTION MANAGEMENT CHECKLIST

- Construction staging and material storage areas identified on site plan
- Temporary erosion control measures specified on site plan
- Topsoil storage area identified on site plan
- Trees to be retained and tree protection fencing identified on site plan

## **APPENDIX B: SARC APPLICATION FEES**

**Fees may be adjusted at any time at the discretion of SARC**

All first-time applications for home construction: \$500

Minor amendments or additions to a previously approved plan: \$250

Modification to previously approved plans if implemented during initial construction:  
\$150

Fees for projects not specifically mentioned above may be determined by SARC.  
Fees must be paid before SARC review meetings can be scheduled.

SARC and its planning consultant will charge the applicant on an hourly basis according to the fee schedule outlined below and not to exceed the total fee paid in advance.

Checks should be made payable to The Master Resort Association of The Reserve at Bear Lake, Inc, (“The Association”). SARC is a division of The Association.

The Association is a non profit corporation; any unused fees will be refunded to the homeowner upon approval.

### ***HOURLY RATES FOR SARC REVIEW***

SARC Staff	\$50 per hour
SARC Board Members	\$75 per hour
SARC Planning/Design Consultant	\$100 per hour

## **APPENDIX C: TREE REMOVAL PROCEDURES**

Because The Reserve aspires to retain the appearance of an undisturbed natural landscape, tree removal is not permitted anywhere within a homestead without SARC approval. Owners are encouraged to respect this goal by adhering to the following procedures:

### **PRE-PLANNING**

All existing forest and shrub masses should be indicated on the certified site survey that is prepared before the pre-planning meeting. Significant trees should be located on the survey, and the caliper size at the base of the trunk and approximate radius of the outermost branches should be recorded. No excavation or fill should be proposed within the branching radius of a tree that is to be preserved.

### **CONCEPTUAL PLANS**

Within the development envelope and the driveway corridor, conceptual site and grading plans should indicate all significant trees that will likely be removed to accommodate the construction of buildings and the driveway. Outside the development envelope, selective thinning of forest trees to create or enlarge meadows, if proposed, should be also indicated on the site plan, but will only be approved by SARC for the purpose of enhancing views in the primary view corridor or for meadow and wildlife habitat improvement, trails, and forest regeneration. Where forest vegetation is essential to screen one neighbor from another, tree removal is not permitted.

### **FINAL PLANS**

Final site plans must identify mature trees that will be removed or preserved within all disturbed areas. A final construction management plan must indicate where protective fencing is to be installed. Final landscape plans and specifications should include provisions for temporary tree protection, maintenance during construction, and any permanent protective improvements such as tree wells and root aeration systems.

### **SITE INSPECTION**

In conjunction with SARC's final plan review, an on-site field visit will be scheduled to inspect staking of the building and the area of disturbance. In preparation for this site inspection, the owner must flag all trees that will be removed and, in a different color, all trees to be protected during construction. SARC will review the flagging on site with the owner and, in its sole discretion, will approve or disapprove the proposed tree removals.

### **CONSTRUCTION**

Flagging on the trees to be saved is to be left in place for the duration of the construction process. Contractors will be liable for damage to any trees that were to be saved. SARC or its representative may visit the site during construction to verify that the site work is proceeding in compliance with the approved plans.