



Excerpt from Whitaker Farm Design Guide

7. Design Review and Construction Process

Governing Regulations

All site development and improvements constructed within Whitaker Farm shall conform to the following design review and construction procedures and all other applicable local, county, state and federal governing codes, regulations and restrictions. It is the responsibility of the Owner individually or through his designated agent, to become familiar with all regulations and requirements applicable to development within Whitaker Farm, and to secure copies of the most up-to-date versions of all applicable regulations. Each home must be designed by an approved architect/home designer "Architect". This Architect must be approved in Step 1 by the DRC prior to the pre-design review. The DRC reserves the right to request references and examples of work from the Architect prior to approving him as an architect at Whitaker Farm.

This process is designed to address new construction. In the case of additions or remodeling to existing Dwellings, at the Pre-Design Review Meeting, the DRC shall have the right to eliminate steps or submittal requirements if it deems those steps to be unnecessary or redundant based on the scale and scope of the proposed work.

Submissions shall be submitted to:

WHITAKER FARM DEVELOPMENT
c/o WHITAKER FARM DEVELOPMENT, LLC,
143 West Farm Springs Rd,
Midway, Utah, 84049

Five Step Review and Construction Process

The following pages outline the five major steps in the design review and construction process.

- Step One: Concept Design and Approval of architect
- Step Two: Pre-Design Review
- Step Three: Sketch Plan Review
- Step Four: Final Plan Review
- Step Five: Final Review and Inspections

The Whitaker Farm DRC meetings shall be held on a per project basis. Meetings will be convened within one week of receiving a completed submittal.



Step One: Concept Design and Approval of Architect

Step one is approval of the Concept Design and the Architect by the DRC. The owner and/or the design team shall submit the following information to the DRC:

- (a) An approved architectural style should be selected and a discussed. The applicant will be prepared to discuss how the selected style and intended implementation fits the quality, authenticity, and vision of Whitaker Farm.
- (b) A detailed resume of the Architect's educational background and its experience in designing homes similar to homes planned for Whitaker Farm. If the Architect has a website showing some examples of its work, this website should be identified as well.
- (c) Graphic examples of homes designed by the Architect in the past few years that are similar to what is proposed for the lots in Whitaker Farm.

While a licensed Architect is preferred, a home designer with substantial proven qualifications and experience designing homes at the caliber of those required by the Design Guidelines may be considered.

Step Two: Pre-Design Review

Step two in the design review and construction process is for the Owner and his design team to request a pre-design meeting with the DRC. The purpose of this meeting is to discuss the Design Guidelines and the Owner's development objectives. It is strongly recommended that the Owner's design team attend the pre-design meeting. The pre-design meeting may include a walking tour of the site to review specific site characteristic and opportunities, upon DRC request.

The pre-design meeting will address the following issues:

- A rough site plan; rough elevation, photos of the site
- Property boundaries and building envelope
- Architectural design theme, site planning and landscape design
- Site specific characteristics and design opportunities
- Preliminary design concepts
- Design review and approval process

Step Three: Sketch Plan Review

Step Three in the design review and construction process is Sketch Plan Review. The purpose of Sketch Plan Review is to address the design of the proposed site, building and general landscape improvements. The DRC will be able to provide better, more constructive feedback with higher levels of detail. Changes and modifications are often easier to make based on feedback at the concept level than after more detailed plans are created. Copies of the following



information are to be submitted to the DRC:

- (a) **Site Plan** - indicating property boundaries, building envelope, proposed building and structures, locations of exterior mechanical equipment (e.g. air conditioners), driveway and grades, parking areas, existing and proposed grading and drainage.
- (b) **Floor Plans** - indicating the general layout of all rooms, approximate size, and total square footage of enclosed space for each floor level.
- (c) **Exterior Elevations** - in sufficient detail to indicate the architectural character of the residence, fenestration (door & window placement) and existing and proposed grades (using sea level elevations). Elevations should also include a statement of the conceptual approach to materials and colors. (Scale: same as floor plans) .
- (d) **Roof Plan** - indicating proposed roof pitch, overhang lengths, flue locations (if known), roofing materials and elevations of major ridge lines and all eave lines.

Upon receipt of the sketch plan submittal, the DRC will schedule a review by the DRC. Once reviewed, the committee will issue a letter to notify the Owner if the sketch plan was approved or not. Most reviews will be done electronically. If necessary, a meeting will be held at a determined location. In the event the DRC rejects the proposed sketch plan, the Owner may revise his plans and resubmit to the DRC. Owners who receive sketch plan approval may submit plans for Final Review.

Step Four: Final Plan Review

Step Four in the design review and construction process is the final plan review. Upon approval of the sketch plan, the Owner/architect shall submit copies of the following documents to the DRC for final plan review by the submittal date prior to a DRC meeting in multiple formats including electronic format/CAD (or similar) and PDF:

- (a) **Site Plan** - indicating proposed building footprint, building envelope, site boundaries and easements, existing and proposed contours, utility locations, site drainage, retaining walls including top and bottom elevations, proposed driveways and grades, parking areas, walkways, patios, terraces, utility lines and connections, and any other proposed improvements (Scale: minimum of 1"=20').
- (b) **Floor Plans** - dimensioned plans indicating roof size, room names and sizes, the location of doors and windows, the location of mechanical and electrical systems, and total square footage of the residence by floor



level (Scale: minimum of 1/4"=1'-0").

(c) **Roof Plan** - indicating roofing materials, roof pitch, overhangs, gutter and downspout locations, and projections and penetrations located above roof, such as mechanical exhaust vents and chimneys (Scale: same as floor plans). In addition please provide the color and material of the vents.

(d) **Exterior Elevations** - indicating exterior appearance of all elevations including materials and colors, window and door locations, textures and finishes, architectural details, shadow patterns and finished grade (Scale: same as floor plans).

(e) **Building Sections** - indicating floors, exterior walls and roof, existing and finished grade, decks and patios, and other pertinent information to demonstrate the relationship between the exterior and interior of the residence (Scale: same as floor plans).

(f) **Building Height Calculation** – indicating the high point areas of the building, including ridges and eaves, and provide their corresponding elevations as described in the section 'Building Height.'

(g) **Details** - showing descriptions and drawings in sufficient detail to demonstrate the architectural character of the building, exposed structural connections, material interfaces, etc.

(h) **Exterior Finish Board** – Must create and present a board with physical samples indicating type, color and texture of all exterior materials. Must be available for meeting.

(i) **Specifications** - written specifications and/or cut sheets for the following items: exterior wall materials, windows and exterior doors, exterior trim materials, wall and roof flashing, fireplace and flue caps, and exterior lighting fixtures.

(j) **Lighting Plan** – indicating the type and location of all exterior lighting, and lighting attached to the exterior of the home.

(k) **Landscape Plan** – NOTE: The landscaping plan does not need to be determined and submitted prior to building construction, but must be reviewed and approved prior to start of landscaping. The landscape plan indicating all existing landscaping to remain and all existing landscaping to be removed. A planting plan with proposed plant materials identified and size. Location of irrigation system; the location and size of all other proposed landscape materials such as retaining walls, patios and decks, walkways, drain tiles, walls and fences, etc. Also show the location and



specifications for any outdoor lighting. (Scale: 1"= 20' minimum)

- (l) **Perspective Sketches** - architectural rendering(s) from pedestrian level representing the primary public exposure of the building, building form and mass; fenestration; exterior materials, colors, textures and shadows; exterior character and detailing; and surrounding vegetation and landscape features.

- (m) **Construction Drawings** – comprehensive set of construction drawings.

Upon receipt of the final plan submittal, the DRC will schedule a review by the DRC. In most cases this will occur within a week. Once reviewed, a letter will be issued to notify the owners in writing within one week if the plan was approved or not. Applicants who receive final plan approval may prepare final construction drawings. In the event the DRC rejects the proposed final plan, Owner/applicant may revise his plans and resubmit to the DRC.

No work shall start on site until the Pre-construction Review described in Step Five below has occurred.

Step Five: Final Review and Inspections

Step Five in the design review and construction process requires four stages of inspections. All Owners agree to allow site access to the DRC or its representatives to inspect all work in progress at any time during construction, and, when required, to give notice to the owner of noncompliance.

Notwithstanding the above, absence of such inspections or notification during the construction period shall not imply approval of the work in progress or compliance with these design regulations. The Owner is responsible for scheduling inspections and receiving written approvals from the DRC at three critical stages - one just prior to construction and two during construction.

- (a) **Consistency Review** – At the DRC's discretion, a consistency review may be conducted. This inspection is scheduled to coincide with the City framing review and the enclosure of all exterior walls and roof systems. The purpose of this inspection is to ensure that the location and overall form of the residence is consistent with approved plans and that all construction impact mitigation has been implemented. If there are deviations from the approved set of plans and the Owner has not received written DRC approval for such modifications, all work on the project shall cease until all changes are remedied and approved by the DRC.

- (b) **Final Review** - Final inspection is scheduled at the completion of all construction, landscaping and site work. In order to receive final inspection approval, all aspects of the proposed residence must be



completed. The DRC shall issue a Certificate of Compliance for all projects approved at final inspection.

Timelines and Deposit Return

The following timelines apply to Whitaker Farm lot ownership, home construction, and landscape construction. Non-compliance with the specified timelines may result in a lot owner's forfeiture of the \$20,000.00 Construction Deposit. Extensions to timelines may be granted if non-compliance can be shown to be outside the control of the lot owner, or based on other reasonable circumstances. Such exceptions will be granted at the sole discretion of the DRC.

Timelines

- **Home Construction.** Home Construction must be completed within 18 months of groundbreaking for the home.
- **Landscaping.** Landscaping must be completed within 12 months of the completion of the home.
- **Fencing.** Fencing of the back of all lots facing the HOA Open Space must be completed within 6 months of ownership of the lot.

Modifications

All changes to any part of the DRC approved plans shall be submitted to the DRC Chairperson prior to implementation. Failure to submit timely submit proposed modifications may result in a cease construction notice and/or loss of the Owner's Deposit.

Modifications include any exterior changes to any structure, landscape, or site. Approval must be granted, in writing, by the DRC before the modification work may commence. If a modification or change is desired, the first step is to discuss the proposed change with the DRC Chairperson who will then decide on the information needed and the process to be followed in making the change since the information required to review the change and the process to be followed will depend greatly on the nature of the requested change.

City Review and Approval

A Design and construction review process is required for all construction and improvements within the Whitaker Farm. This process complements, rather than supplements, the plan review and approval process of the City of Midway. Approval of project design and/or construction methods by the Whitaker Farm DRC shall not substitute for, or be misconstrued as, approval by the City of Midway. Accordingly, the Owner shall be responsible for meeting all requirements and regulations of the City. Specific requirements may be obtained from the Midway City Planning Department.