

Architectural Guidelines

Accepted by ACC 1-5-08

Approved by CLRRRA Board 1-19-08

The information in this packet is intended to assist you in the preparation of your building plans to be presented to the Architectural Control Committee. The Committee has the duty in protecting the integrity, and property values of Crystal Lakes. The guidelines below are intended for that purpose. **Owners of all properties must adhere to the building codes and zoning ordinances of Larimer County, the applicable regulations of State and County Health agencies, the rules of CLRRRA, the rules and guidelines of the Architectural Control Committee, and the Crystal Lakes Covenants. Please review the covenants carefully before submitting your plans.** The Committees goal is to see that all construction is architecturally harmonious with the physical character of the area in which it is situated. The Committee welcomes property owners to visit with the Committee prior to submitting plans to assist the property owner in meeting the requirements of the Committee.

Failure to obtain approval of Architectural Control Committee before construction begins will result in a \$1000.00 fine against the property owners. Your failure prior to commencing construction to obtain the approval of your plans by the ACC may result in legal action being taken against you, including but not limited to fines and injunctive relief.

1. Site Inspection: All building sites must first be approved by the Committee. A complete application must be received in the office at least 7 days prior to the Committee meeting time to insure time for the site inspection. The property owner must mark with at least a 3 ft. stake at each corner of the structure to be built and all stakes must agree with your site plan.
2. Site Plans: All applications must include a site plan that includes the following:
 - a. A reproduction of the plat map (available in the office)
 - b. The compass orientation of the lot. Drawn to scale, existing structures, easements, and the proposed construction site.
 - c. Plat maps should be marked with setback requirements by dotted lines on each property line showing no structure is encroaching the setbacks.
3. Residential Construction Plans:
 - a. One full set of building plans, to be retained by the office, including floor plans, elevations, exterior design and all construction specifications.
 - b. Must be drawn to scale with scale listed on the plans.
 - c. Maximum height may not exceed 35 ft. from the finish ground level to the peak of the roof.
 - d. Minimum width of the structure is 20 ft.

- e. Dwellings in the First through Twelfth Filings and all future filings or additions to the Property shall have a ground floor footprint of not less than 600 square feet. Dwellings in the Thirteenth through Fifteenth Filings shall have a ground floor footprint of not less than 900 square feet. In computing such minimum areas, the area of open porches, carports and garages shall not be included. These footprint size requirements do not apply to any dwelling constructed in accordance with plans previously approved by the ACC. The minimum footprint may be waived by the ACC when in its discretion it believes a submitted plan has sound architectural planning, conforms to the overall design and pattern of the development, and otherwise meets all criteria as set forth herein. (Unified Covenants 5.5.1)
 - f. Single family residences only. One kitchen, and one main entrance as per County regulations.
4. Materials: Samples or descriptions of all exterior materials must be included with the application.
 - a. Approved colors are earth tones, dark browns, dark greens, or natural stained wood. Colors may not be bold, obtrusive or stark in appearance, and a color sample must be included with applications.
 - b. Roofs may be metal, asphalt or fiberglass material, no shake shingles are allowed. Approved roof colors must be of the dark earth tone colors. Dark green, dark brown, or dark red are preferred. A color sample must be included with application.
 - c. Recommended siding materials are wood, treated logs, stucco, or stone. Metal siding will be individually reviewed.
5. Foundations: The primary structure must be placed on a full perimeter, load bearing foundation made of concrete, masonry, stone, wood or other suitable material. Any foundation that is exposed more than 18 inches must also be finished with the approved siding materials listed above.
6. Addresses: All improved properties **must have the street addresses clearly posted and visible from the road**. Numbers should be at least 3 inches high and be of high contrast.
7. Propane Tanks: Larimer County will determine the position of your tank, it must be of natural color to blend with the surroundings. White or silver tanks are not recommended. Every effort must be made to conceal the tank when possible.
8. Towers: Towers, such as those used for windmill generators, will be individually reviewed.
9. Exterior Lighting: The location of all outside lights or lighting on a Lot and the intensity thereof shall be approved by the Architectural Control Committee before installation. (Unified Covenants 5.14)

10. Sheds:

- a. Only a shed used as storage may be erected on a lot.
- b. A shed may never be used for living space or camping uses.
- c. A shed must comply with all architectural guidelines above.
- d. A 120 square foot or smaller shed does not require a County permit.

11. Garages:

- a. Garages must comply with all the architectural requirements listed above.
- b. A detached garage shall not exceed three (3) car capacity.

12. Fences: No fences shall be erected unless the owner can show specific cause and necessity for such a fence. Property owners must supply a plat map showing easements, fence and gate locations, and material proposed to construct the fence.

13. Driveways: Construction of a driveway may not interfere with the drainage of runoff water. A site inspection must be made prior to construction and it will be determined when site inspection is conducted if a culvert or culverts are necessary. Location of the drive should be on your site plan. In some cases Larimer County must also grant permission. The office will be able to inform you if that County requirement pertains to you.

14: Businesses: (Commercial or Utility Uses) Except as provided in paragraph 5.3 of the Unified Covenants, no Lot or tract shall be used for retail sales activity or any kind or to conduct a commercial or manufacturing business or trade, including commercial equipment or vehicle repair, except as set forth herein. Professional or “home” occupations such as physician, attorney, dentist, engineer, beauty shop operator, or real estate agent, together with such other home occupations as may be permitted by Larimer County Land Use Code, as it may be amended, may be conducted only from the residence structure on a Lot and only after specific approval of the Architectural Control Committee (ACC) and in accordance with Road Use regulations. (Unified Covenants 5.2)

Lots or tracts which may be used for commercial, retail or utility purposed are Tracts C, D and E, 11th Filing; Tracts D and I, 13th Filing; Tract A 14th Filing; and Tracts C and D, 15th Filing. (Unified Covenants 5.3)

15. Remodeling: Any exterior improvements including paint color, roof material or roof color changes or additions to the property must first receive the Committee’s approval prior to any work being done, and are subject to the architectural guidelines above.

16. Solar Panels: Solar panels must be approved by the Committee prior to installation.

Building in a remote mountain area sometimes creates special challenges. The Committee would like to share with you concerns and problems others have encountered during their process and encourage you to share yours with us also.

- a. Radon Gas seems to be present in the Crystal Lakes area. The degree of the problem varies throughout the area.
- b. Pine beetles seem to be a major problem during the construction period as it weakens the trees. The office has information on protecting trees from the beetles.
- c. Driveway locations being accessible for snowplows, fire trucks, etc.

We hope these guidelines will help in your building project and we look forward to assisting you in completing your project. Please consult the Crystal Lakes Water and Sewer Association for information on water and sewer guidelines for your property.

You are now ready to begin the application process, please fill out the application completely including the signature of the property owners. After you have completed and signed the application please return it to the Crystal Lakes office.