

**CRYSTAL LAKES ROAD AND RECREATION ASSOCIATION
FIRE PIT SPECIFICATIONS AND OPEN FIRES POLICY
APPROVED: September 15, 2018**

1. SCOPE

This policy applies to all members of the Crystal Lakes Road and Recreation Association (CLRRA). As of June 1, 2008, all fire pits in Crystal Lakes must meet the Fire Pit Specifications (see Fire Pit Specifications below) as developed by the Fire Policy Ad Hoc Committee and approved by the CLRRA Board of Directors, including size, shape, materials and lid.

2. PURPOSE

Many Crystal Lakes property owners use open fires (campfires) for recreation and cooking. The Fire Pit Inspection Committee, made up of members from the CLRRA Board of Directors and property owners, has developed guidelines for the construction of safer and enjoyable fire pits. It was the goal to create specifications that are accomplishable by any property owner at minimal cost and effort and enhance safety.

3. FIRE PIT SPECIFICATIONSIn researching fire pit safety, the Committee found that the size, shape, materials and lid are the most important aspects of a safe fire pit. With that in mind, all fire pits in Crystal Lakes must meet the following guidelines:

- 3.1. Fire pit must be a permanent structure including base and sides constructed of rock, metal, masonry, or other non-flammable materials. Sides must be solid, with no air gaps. Examples include:
 - Rock: mortared natural or man-made rock.
 - Metal (non-galvanized): pipe section, sheet metal box or circle, commercially made fire pit. Because galvanized metals when heated can produce toxic materials and gases such as cyanide, fire pits with galvanized materials will not be approved.
 - Masonry: mortared brick, concrete block, patio edging brick.
 - Or any combination of the above.
- 3.2. The fire pit length/width/diameter shall be no more than thirty-six (36) inches, inside dimensions. Fire pits in excess of thirty-six (36) inches that were approved prior to February 21, 2015 shall be allowed to continue to be approved. After this date no fire pits shall be approved or acceptable if greater than thirty-six (36) inches in diameter. Fire pit height/depth shall be no less than sixteen (16) inches.
- 3.4. Fire pit must have a solid cover of non-flammable material that fits well enough to prevent embers from escaping and is either heavy enough not to blow away, or is securable with non-flammable straps.
- 3.5. Fire pit shall be in a well-controlled area without overhanging branches and a safe distance (a minimum of 15 feet) from flammable materials (trees, shrubs, buildings, propane tanks, etc.).

- 3.6. An area at least five (5) feet around the pit must be cleaned down to mineral soil (cleared of pine needles, leaves, etc.).

4. FIRE PIT APPROVAL

- 4.1. A fire pit must meet all requirements in paragraph 3. A failure to meet anyone of paragraph 3 will cause an inspection failure.
- 4.2. A failed inspection will cause a \$25.00 fee to be assessed. A re-inspection has no fee charge for the reinspection, unless the fire pit fails again. Then another \$25.00 charge will be assessed. To avoid the \$25.00 fees, the Fire Pit Inspection Committee suggests the member do a critical Pre-inspection of their fire pit prior to requesting an approval inspection.

5. RE-INSPECTION OF APPROVED FIRE PITs

- 5.1. Fire pit approvals are valid for no more than 4 years. After 4 years or when the property's ownership changes, the fire pit must be re-inspected by the Fire Pit Committee before a fire permit will be allowed. It is the member's responsibility to make arrangements to have the fire pit re-inspected and to be considered approved again before any fire is allowed.
- 5.2. Effective March 21, 2015 an initial fire pit re-inspection process will begin and will continue for four (4) years until all approved Fire Pits as of this date have been inspected. All newly approved fire pits after this date will be subject to re-inspection and approval per the conditions outlined in this policy.

6. BURNING GUIDELINES

Gas grills and gas firepits with on/off switches are not considered by the Crystal Lakes Fire Protection District as open fires or camp fires.

- 6.1. Charcoal grills are required to be on a stable and secure location and are not likely to be accidentally over-turned and **are subject to fire bans.**
- 6.2. . All fires and all burning materials **must be contained in an approved fire pit.**
- 6.3. Burning of inappropriate construction materials or slash piles is not permitted.
- 6.4. Flame height shall not exceed twenty (20) inches above the top of the fire pit (approximately knee height).
- 6.5. A minimum of five (5) gallons of water (or charged hose) and a shovel must be located at fire pit when there is a fire present.
- 6.6. A responsible adult must always be present and the fire must be completely extinguished as soon as use is completed. **Any fire left unattended will result in a fine.**
- 6.7. Only burning of dry material for cooking or recreational purposes in an approved fire pit is permitted.

7. FIRE PERMITS

- 7.1. A permit for a campfire ~~is~~ is no longer required. If you have an approved fire pit (see paragraph 3), you may have a campfire providing you follow the burning guidelines in paragraph 5 of this policy and do not burn if there is a fire ban in effect.
- 7.2. Property owners may obtain copies of the Fire Pit Specifications and Open Fires Policy and the Request for Inspection from Crystal Lakes Office.
- 7.3. There are conditions (see Crystal Lakes Fire Protection District's Fire Ban Policy) when no camp fires will be permitted. The conditions will be determined by one or all of the following: Crystal Lakes Fire Protection District, Larimer County, and/or the State of Colorado.
Every effort will be made to post signs, update the Crystal Lakes website, and notify property owners via email when these conditions exist. **It is the member's responsibility to know the fire safety conditions and when and if a fire ban is in place before igniting a fire and follow all fire bans and warnings issued.**

8. FIRE SUPPRESSION

- 8.1. The CLRRA Board of Directors authorizes the Crystal Lakes Volunteer Fire Department (CLVFD) to extinguish any unauthorized fires and any fires that do not meet the safety requirements in this Policy.
- 8.2. The CLRRA Board of Directors further authorizes the CLVFD Fire Chief or Incident Commander to notify the office of a violation that occurred so a violation notice may be issued by the association to the perpetrator and/or owner of the lot where the fire violation has occurred.
- 8.3. The CLRRA Board of Directors further authorizes the manager or staff designee to issue a fine to the perpetrator and/or owner of a lot where a fire violation has occurred.

9. FINES

- 9.1. Fines have been established for violations of this policy (see the CLRRA Dues, Fees, & Fines Schedule).
- 9.2. Violation of a fire ban, CLVFD directives, or any violation of paragraph 6 is considered a violation of this policy
-(see paragraph 9.4)
- 9.3. Subsequent offenses may result in severe fines, sanctions against the CLRRA member. Fines will be doubled during fire bans. However, burning during a Fire Ban is a serious violation and could lead to criminal or other charges being filed against the member by CLVFD.
- 9.3. CLRRA fines for violation of this policy does not abrogate CLVFD's enforcement procedures or incident cost recovery in any way.

10. Document Changes

- 10.1. Paragraph 3.1 – removed sub-paragraphs
- 10.2. Added Paragraph 4
- 10.3. Paragraph 5 – removed all references to permits.
- 10.4. Paragraph 6 – Reworded whole section to direct responsibility from permit to CLRRA member.
- 10.5. Paragraph 8.1 – removed fine schedule and referenced Dues & Fines Schedule (a separate document)
- 10.6. Paragraph 8.2 – Removed fine amount and described what violation could be fined.
- 10.7. Paragraph 8.3 – Removed wording about suspension and included “severe fines and sanctions...” Since permitting is being dropped, the association has little capability to enforce a suspension.
- 10.8. Paragraph 8.4 – Added language to import the seriousness of fire bans and the possibility for more severe consequences.
- 10.9. Paragraph 8.5 – added language to separate CLRRA’s and CLVFD’s powers so that a member understands a CLRRA fine does not necessarily remove possible actions taken by CLVFD.
- 10.10. This paragraph added.

11. CONFLICT

In the event of conflict between the provisions of the Declaration, Articles of Incorporation, the Bylaws and this Policy, they shall prevail in that order.

CERTIFICATION

The undersigned, the Secretary of the Association, hereby signs to confirm that the above policy was adopted by the Board of Directors on: September 15, 2018

Signature

Steve Dirmeyer
Printed Name