

# CRESTED BUTTE SOUTH PROPERTY OWNERS ASSOCIATION

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61 TEOCALLI ROAD, CRESTED BUTTE, CO 81224  
PHONE (970) 349-1162, WEBSITE: [www.cbsouth.net](http://www.cbsouth.net), FAX (970) 349-1163

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## RESIDENTIAL GUIDELINES – At a Glance

These brief bullet points highlight some of the basic residential design requirements. All projects must conform to all Residential Design Guidelines. A complete and detailed building packet along with all required forms and applications can be found at <http://www.cbsouth.net>. *For commercial construction projects, please see the Commercial Design Standards on the same website.*

- Minimum Square Footage: 1,200 for Single Family, 800 for Duplex, 650 for Multi-family units or 400 for studio units.
- Setbacks: 25 feet front and back and 15 feet from side to side, driveways are 10-foot setbacks.
- Building Height: 32 feet maximum.
- Driveway Grade: 4% maximum for parking areas, not to exceed 10% and 6% max. at intersection.
- Parking: 1 per bedroom, plus turn around and forward exit to street intersection.
- Garage or shed required.
- Accessory Buildings: No greater than 1/3 of the total dwelling area of the single-family unit.
- Open Space: 60% of the lot must remain open including landscaping.
- Fences: 15-foot setback and 4-foot maximum in front street yard, not to exceed 6 feet.
- Roof Forms (amended March 2018): Broken roof planes are highly encouraged and 30' spans are required to be broken; a roof pitch requirement has been removed.
- Landscaping: Required, please refer to Landscape Architecture within the Residential Design Guidelines.

## A SUMMARY OF THE PROCESS

1. All new construction projects go through review by the Design Review Committee (DRC) for approval. Prior to scheduling your project with the DRC, you are encouraged to schedule an appointment with the Association Manager for a cursory scope of work review.
2. Based on feedback from this meeting, your next step will be to prepare a submittal packet for the DRC. Requirements for DRC review include a completed Architectural Review Application with fee, (3) hard copy and (1) digital file of the set of plans that include a site plan, elevations and floor plans. It is preferred to have any exterior building samples available for the DRC meeting. The Owner or their representative is requested to be in attendance.
3. Prior to the meeting, all documents are reviewed by the Association Manager for completeness, accuracy and compliance.
  - a. IF COMPLETE and in compliance you WILL be placed on the agenda.

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- b. IF INCOMPLETE or not in compliance, you will be notified of the deficient items. Your project WILL NOT be placed on the meeting agenda until your application package is deemed complete and in compliance.
4. The above requirements must be submitted by **NOON on Tuesday, two weeks prior to the scheduled DRC meeting date.**  
*\*\*DRC meetings are held the second to last Thursday of each month; meeting schedules are subject change based on participant schedules.*
5. The DRC will review your submittal for compliance and interpretation of the Residential Design Guidelines, provide feedback and suggestions, and if ready, vote to approve the submittal as is or request updates for re-submittal.  
*\*\*Re-submittal does not necessarily require another formal DRC meeting review.*
6. Once the DRC comments have been met, you will submit for final approval to the POA. At this time, (2) complete sets of plans stamped by a licensed architect or engineer are required for signature by the Association Manager, and the remaining forms and the Performance Deposit fee are due. The POA will issue a Letter of Approval and return (1) of the stamped sets.
7. You will need to pay the Tap Fee to the Crested Butte South Metropolitan District prior to submitting plans for permit to the Gunnison County Building Department.
8. Bring your stamped plans by Crested Butte South, Crested Butte South Approval Letter and Tap Fee payment voucher to the Gunnison County Building Department. Note, if you are located in the Geological Hazard Area you will be required to have a geological hazard study performed on your property at your expense.

## **MINOR REMODELS**

1. Meet with the Association Manager to discuss scope of work and identify next steps.
2. All projects will require a completed Architectural Review Application, along with application fee, and performance deposit fee based on project scope. Site plans, floor plans and/or stamped plans by a licensed architect or engineer may be required; this will be determined at the scope meeting with the Association Manager.  
*\*\*All Minor Remodels involving structural and/or electrical work will require stamped plans.*
3. The POA will require (3) sets of printed plans and (1) in digital format, see specific requirements on the Architectural Review Application. Once all POA requirements and fees have been met, a Letter of Approval will be issued by the Association Manager.
4. If structural and/or engineering revisions are to be made, schedule an appointment with the Gunnison County Building Inspector to obtain a Gunnison County permit.
5. It is your responsibility to notify the Crested Butte South Metropolitan District of your project scope, if needed.